

**Mercersburg Borough Council Meeting
Borough Hall, Mercersburg, PA, 17236
September 21, 2015
MINUTES**

Attending: President Tom Suddeth, Vice-President Jeff Main, Mayor Jim Zeger, Treasurer Catalin Bonciu, Lisa McCoy, Donald (Dusty) Stoner, Amy Burkot, Jonathan (Jon) Kittredge, Borough Manager Dawn Scheller, Assistant Borough Manager Derek Stoy, Solicitor Steve Coccoresse, Engineer Lance Kegerreis

Absent: NONE

Press: Ken Bustin, Mercersburg Journal

Guests: See sign-in sheet

President Tom Suddeth called the meeting to order at 7:00 pm with Mayor Zeger leading the Pledge of Allegiance. Tom Suddeth opened the floor for Public Comment, no public comments were made.

MOTION: to accept the August 3, 2015 and August 17, 2015 Meeting Minutes as presented was made by Catalin Bonciu, second by Jonathan Kittredge, all ayes, motion carried.

MOTION: to accept the Treasurer's Report and Bills Payable/Invoice list for the Month Ending August 31, 2015 was made by Jonathan Kittredge, second by Catalin Bonciu, all ayes, motion carried.

Mayor Jim Zeger provided his report to Borough Council, he remarked that a great citizen, Betty Stenger, of Mercersburg passed away and she would be greatly missed. Mayor spoke fondly about Betty and the numerous projects and organizations she was a part of. Mayor also spoke about the recent trip that he returned from and highlighted locations that he recommends everyone to visit.

President Suddeth reviewed that the Police Report was included in the packet.

Steve did not have anything at this time, but would comment on Borough Manager Report items as needed.

Dawn Scheller reviewed that MPMC would like to trim the path of the trail to allow easier access for Borough Board Members to walk the trail path. This would not be open to the public, simply allowing the decision makers to see the pathway. Steve Coccoresse recommended that Council and Sewer Authority authorize him to draft an authorization/waiver for those volunteers to complete prior to the work being done.

MOTION: to authorize the Solicitor to draft the waiver/authorization for MPMC Members wishing to trim the trail path for Borough Board Members and not for public use at this time, contingent upon the Sewer Authority approval was made by Catalin Bonciu, second by Jon Kittredge, all ayes, motion carried.

Dawn Scheller reviewed that Senator Eichelberger would be holding a grant session at the Borough Office on Friday, October 2, 2015 at 11:00 am and invited Council Members to attend. Some members of Council were interested in attending. Dawn Scheller reviewed that the Pension RFPs are out and are due back on September 30th and also that the Zoning Ordinance changes were advertised as required, they were distributed to the County Planning Commission, and the Borough Planning Commission and recommends the approval for the text changes. A copy of the Borough's Planning Commission Meeting notes were included in the packet. Dawn forwarded a copy of the Fire Report to Council Members, Council Members agreed that the copies of the report would be kept at the Borough Office and would be available on request. Vice-President Main commented that the Fire Department will be sending the Board Minutes/Meeting Information electronically to save paper. Dawn Scheller noted that the November 2, 2015 meeting would be cancelled

due to the Halloween Parade and the November Council Meeting would be held on November 16, 2015. Dawn Scheller asked for comments on when Council wishes to schedule next year's Council Meetings. Some members of Council liked the change, while others would not prefer to hold a meeting on the first Monday. President Suddeth asked Council Members to think about the schedule and noted that the advertisement was completed in December that they still had time.

President Suddeth asked for the Assistant Manager's Report.

Derek Stoy reported on an Ordinance at 141 North Main Street. He reviewed that the health and safety concerns of mice, snakes, bees were still not addressed and he had not heard from the property owner, despite the request in the letter for him to do so. Amy Burkot relayed a message from the property owner that they were willing to work on the concerns, however the owner had questions regarding what was being required. Borough Council asked if adding a fence around the building materials would be sufficient. Derek Stoy reviewed that the fence would not deter the mice, snakes, or bees. She relayed the message that he has hired someone to clean it up. Steve provided guidance that the Borough has two options; 1) the Borough could complete the work needed and bill the property owner, 2) the Borough could fine the property owner for the allowable amount per day at the District Court Office. Other Council Members asked if another letter could be sent out with the notice that further action would be taken if the Ordinance is not complied with. After more discussion the following was asked of the Zoning Officer, to send out a final letter requiring the property owner to comply with the Ordinance and communicate with the Borough Office, should the property owner not comply further action would be taken including possible fines. Council also spoke of the two properties that work was done for Curb and Sidewalk Restoration work.

MOTION: to continue with the process for the two properties where the Borough completed the curb and sidewalk work that the property owners failed to comply with at 11 Linden Ave and 56 Linden Avenue was made by Jeff Main, Jonathan Kittredge, all ayes, motion carried.

Derek Stoy reviewed that the PWD Truck should be arriving in November and answered questions regarding the recent repair work the PWD has completed. Lance Kegerreis commented that he would communicate with the contractor to assist with some curb concerns.

PWD Report is available on request.

Borough Council moved on to the Committee Reports.

Finance Committee provided a preliminary budget information for consideration. The proposal has personnel items to discuss and asked that this wait until the end of the meeting to enter into executive session and discuss further.

HARB information was provided to Borough Council. Steve reviewed that Borough Council could send the information to HARB for review/action, where it will then come before Council for final approval, or Council could decide to review and act on the presented information.

MOTION: to require Derek to enforce that property owner needs to complete a HARB application and go thru the process was made by Amy Burkot, second by Donald Stoner, Catalin Bonciu commented that they should not proceed forward that the owner is improving the property and doing good work, a question from the public was asked if the owner would replant the tree, Steve advised that Council base the decision on not whether it looks good, or who lived there, but that the owner has a good argument and has shown that the tree had been blocking the view of the changed window and door, Mayor Zeger supported Cat's recommendation and spoke that HARB should work with property owners who are trying to improve the properties, a vote was taken, Tom Suddeth, Catalin Bonciu, and Jeff Main voted against, and Jonathan Kittredge, Donald Stoner, Lisa McCoy, and Amy Burkot voted ayes, motion carried a 4-3 vote.

MOTION: to dissolve HARB was made by Jon Kittredge, no second was received, motion died due to lack of second.

Nominating information was reviewed.

MOTION: to accept the resignation of Marcus Gibson from HARB was made by Donald Stoner, second by Jonathan Kittredge, all ayes, motion carried.

MOTION: to appoint Michael Cokash to the Planning Commission was made by Donald Stoner, second by Jon Kittredge, all ayes, motion carried.

Personnel Committee Information was reviewed.

MOTION: to approve \$500 bonus for the Assistant Manager when he receives his CDL License was made by Catalin Bonciu, second by Jon Kittredge, all ayes, motion carried.

MOTION: to approve Resolution 19-15 Amending the Employee Manual regarding flex time for the Borough Manager and Assistant Manager was made by Donald Stoner, second by Catalin Bonciu, all ayes, motion carried.

MOTION: to authorize the 2015 MMO Amount of \$55,747.39 made payable to Principal Financial Group forwarding it to RJ HALL for receipt of payment was made by Catalin Bonciu, second by Jonathan Kittredge, all ayes, motion carried.

MOTION: to invoice the Water and Sewer Authorities for a third of the difference between the required contribution and the Municipal Pension Reimbursement received for the Non-Unformed Employees was made by Catalin Bonciu, second by Jonathan Kittredge, all ayes, motion carried.

MOTION: to approve the Personnel Committee meeting advertisement for the October 12th Personnel Meeting with it to begin at 6:30 pm was made by Catalin Bonciu, and Donald Stoner, Jonathan Kittredge opposed, remaining ayes, motion carried.

MOTION: to adopt Resolution 21-15 Cell Phone Policy was made by Donald Stoner, second by Catalin Bonciu, all ayes, motion carried.

Personnel Committee reported that they felt that it was a good idea to cross train the employees.

The Property Committee did not meet, but discussed some items that they wished Council to review.

MOTION: to return the information received from the Industrial Appraisal Company as the Borough would not continue at this time was made by Catalin Bonciu, second by Jonathan Kittredge, all ayes, motion carried.

MOTION: to approve the Glessner Protective Services, Inc. Proposal of \$620.00 was made by Donald Stoner, second by Jonathan Kittredge, all ayes, motion carried.

Property Committee members discussed the cost estimate on the front Borough doors, and it was noted that the band building was painted.

MOTION: to approve the proposed Lease for the District Court Office with the additional clauses proposed by the Solicitor was made by Catalin Bonciu, second by Donald Stoner, all ayes, motion carried.

Streets Committee reviewed the information included in the packet.

MOTION: to approve the PERCS Contract as presented and noted some additional items would need to be addressed as some items needed to be addressed on the traffic lights was made by Donald Stoner, second by Catalin Bonciu, all ayes, motion carried.

MOTION: to approve the work on Grandview Ave designed by Dennis Black with the PWD to complete the installation not to exceed \$3,000 was made by Donald Stoner, second by Catalin Bonciu, all ayes, motion carried.

MOTION: to remove two parking spots from the "Handicap Parking Sunday Only" sign south to East Seminary Street for 90 days allowing for Streets Committee to make recommended changes to the Ordinance was made by Jonathan Kittredge, second by Donald Stoner, all ayes, motion carried.

MOTION: to install proper drain grates on Steiger Ave. as the current ones continue to become blocked with debris as the openings are not large enough for the intended use was made by Donald Stoner, second by Jonathan Kittredge, all ayes, motion carried.

Derek Stoy was asked to look into concerns with an inlet box on Grandview and Jeff Main spoke about interest in speaking to the Academy about McConnell Alley.

Planning Commission meeting information was reviewed.

MOTION: to approve the Ordinance 6-19 text changes to the Zoning Ordinance was made by Donald Stoner, second by Jonathan Kittredge, all ayes, motion carried.

MOTION: to approve Resolution 20-15: Police Pension Plan 2014 & 2015 Employee Contributions and note that Council received the 2016 MMO for both the Uniformed and Non-Uniformed Employee Pension Plans was made by Donald Stoner, second by Lisa McCoy, all ayes, motion carried.

MOTION: to approve the Fire Police for the Fulton Fall Folk Festival was made by Donald Stoner, second by Jonathan Kittredge, all ayes, motion carried.

MOTION: to budget for the 2016 Annual Franklin County Public Safety Training Center for the amount of \$234.15 was made by Jeff Main, second by Donald Stoner, Catalin Bonciu opposed, remaining ayes, motion carried.

Amy Burkot shared information regarding the Beautification Committee interested in participating in the tree planting event in Franklin County. She relayed the desire to replant the Borough Tree in front of the Borough and dedicate the tree to Betty Stenger. Amy reviewed that letters have been sent out to possible tree locations, but relayed that a Forrester would be meeting with her and reviewing the locations to narrow them down to five locations and recommend types of trees to plant. She reported that more information would be brought forward.

Council President asked if there were any additional items to be brought forward. Audience members forwarded concerns about Trick-Or-Treat and asked the Council to consider a different date due to the growing number of participants. It was asked that the date be changed to a day when other municipalities are having their trick-or-treat event. Mayor Zeger reviewed the reason why he has chosen the Sunday before the parade and believes that Sunday was a good day as it was a day that parents could participate with their children in the event and make it a nice family affair. He asked for any suggestions. Present guests suggested that it be scheduled when other communities are holding the event. Dawn Scheller was asked to gather information on when other communities were scheduling their event and provide that information to Council Members.

MOTION: to adjourn into executive session at 8:52 pm for personnel matters with no action to be taken was made by Jonathan Kittredge, second by Lisa McCoy, all ayes, motion carried.

Meeting resumed at 9:41 pm.

MOTION: to adjourn at 9:41 pm was made by Catalin Bonciu, second by Jonathan Kittredge, all ayes, motion carried.

These meeting minutes have been transcribed and respectfully submitted for approval by Dawn Scheller with the use of her meeting minutes and audio recording.

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

