

Mercersburg Borough Council
Borough Hall, Mercersburg, PA
November 12, 2018
MINUTES

Attending: President Donald (Dusty) Stoner Jr., Vice-President Jeff Main, Amy Burkot, Dr. Michael Pedersen, Tom Heefner, Sean Grove, Mayor Roger Defibaugh, Borough Manager Derek Stoy, Borough Secretary Stacey Golden and Solicitor Steve Coccorese

Absent: Paul Sipes

Guests/Press: Rick Frisby, Tom Stapleford, Linda Hargrove

President Donald Stoner Jr. called the meeting to order at 7:00 p.m. and led in the Pledge of Allegiance.

President Stoner asked for public comments. Mr. Rick Frisby shared his concerns about the alleys. Borough Manager noted that Public Works employee, Donald Keefer attended a low volume road program in Bedford, PA which would provide funding for roads considered to be low volume. Mr. Keefer would become certified through the program. Stoy noted there is still an issue with drainage and an assessment of each alley would need to be done through an engineering standpoint. Mr. Frisby also added that there is also an issue with the trees uprooting the alleys. Jeff Main asked Mr. Stoy what the right away on the alleys were. Stoy said there isn't really a "set" right a way and continued to say that according to the deeds they are normally ten feet. Stoy said there are some alleys that were abandoned and said in this case the land owners would gain the property. Jeff Main commented that the Borough has been looking into it for the past couple years and would continue to look into it. Jeff Main asked the solicitor, Steve Coccorese if the trees could be taken down legally. Mr. Coccorese said according to the changes made to the shade tree ordinance for alleys the borough owns they could be taken down if the council determines that they are an interference. Mr. Frisby also brought up concern about houses that are vacant and lots with piles of brush. Borough Manager Derek Stoy said he would have to look at each property and write letters. Stoy said there is a 21 day turn around if it falls under the nuisance ordinance. President Dusty Stoner Jr. noted whatever falls in the nuisance order the Borough would take care of.

Another resident questioned the council about an ordinance regarding skate boards and said her son pulled over by the police. Mayor Defibaugh said there was one made in the 90's and it was made for safety reasons and that Council could revisit the topic again. Jeff Main commented that other cities allow them and that the Borough needs to look at the ordinance again. Council asked solicitor Steve Coccorese for advice and he recommended since the ordinance is that old, the Council may want to revisit it again for changes.

MOTION: To approve, October 8, 2018 minutes was made by Jeff Main, second by Tom Heefner. All ayes, motion carried.

MOTION: To approve the Treasurer's Report and Bills Payable ending October 31, 2018 was made by Jeff Main, second by Tom Heefner. All ayes, motion carried.

President Donald Stoner Jr. moved into the Mayor's Report. Mayor Defibaugh thanked the Lion's Club, the Moose and the American Legion and volunteers for the "fantastic Parade" and setting up the bleachers, the lights and traffic control. Mayor Defibaugh reported that started November 19, 2018 through January 3, 2019 the meters will be free. Mayor Defibaugh also presented a quote in the amount of \$695.75 from GoldFinch Communications for removing the camera from the old police car and moving it to the new police car and stated that funds donated from the Mercersburg

Academy could be used to compensate or money from the Transportation cost in the police budget could be used. Jeff Main asked when the sedan the camera is being taken out of would be retired and Mayor Defibaugh commented “soon” because it is hardly used at all.

MOTION: To use funds that were donated from the Mercersburg Academy to use for transferring the camera system from the old police vehicle to the new vehicle was made by Jeff Main, second by Tom Heefner. All ayes, motion carried.

MOTION: To allow the Mayor to proceed to consult with the solicitor to request sealed bids on the police sedan at the Mayor and Police Chief’s discretion was made by Jeff Main, second by Tom Heefner. All ayes, motion carried.

Council President moved onto the Borough Manager’s Report. Manager Stoy started his report with the the Johnston’s Run Trail Update. Stoy noted that there is a signed contract with ARRO but the engineer stamp is no longer good on the plans since he is no longer employed. Stoy asked that the Council review and approve not to exceed additional \$1000 on scope A on the previously approved contract from ARRO as part of the submittal to DCNR. Stoy anticipates getting the submittal to DCNR within a week. Manager Stoy reported that the air compressor in the Public Works building quit working. Stoy presented a quote from Fastenal, a CoStars dealer which gives the Borough government pricing, in the amount of \$1699.16. Jeff Main questioned where the funds would come from to pay the invoice and if there was an installation fee, Stoy commented that the money would come out of Garage Maintenance and that a converter box had to be installed but did not receive the invoice for that yet. Stoy continued in his report with discussing the proposed 2019 budget reviewing that the budget reflects a 0.4 mill increase which was shifted in line item 301.10 to line item 411.50 basically adding \$5300 to the fire tax revenue from the current budget. The new budget will not raise taxes and includes adding a third full time police officer. Stoy noted that he received a letter stating that the Borough is in compliance for the liquid fuels audit and the matter is now closed. Borough Manager concluded his report with an estimate for the police door in the amount of \$1996.00 from Dale Metcalfe. Mayor Defibaugh noted that there is significant rust that continues to fall off when the door is opened and shut.

MOTION: To approve the additional not to exceed \$1000 on scope A on the previously approved contract from ARRO was made by Tom Heefner, second by Sean Grove. All ayes, motion carried.

MOTION: To retroactively approve the purchase of a new garage air compressor \$1699.16 from Fastenal was made by Jeff Main, second by Tom Heefner. All ayes, motion carried.

MOTION: To approve the estimate from Dale Metcalfe for replacement of police station door with painted fiberglass door panic hardware clouser and new moldings in the amount of \$1996.00 was made by Jeff Main, second by Sean Grove. All ayes, motion carried.

President Donald Stoner Jr. continued onto the Committee Reports. Stoner went over the Finance Committee minutes saying there were two finance meetings and a recommendation was made to hire a third police officer with no tax increase to the proposed 2019 budget. Jeff Main gave a brief update on the Fire Board saying they sent out ambulance club memberships. Secretary Stacey Golden spoke to the council about the HARB meeting and said approval was made for Orrstown Bank to install new signs with the same dimensions of the old signs. Manager Stoy noted that the signs do meet zoning requirements. Jeff Main went over the Personnel Committee meeting saying that insurance was discussed with a motion to reimburse three employees \$1500 over a 26 week pay period.

MOTION: To approve HARB application COA 2018-11-01, installation of the new Orrstown Bank signs, was made by Tom Heefner, second by Jeff Main. All ayes, motion carried.

MOTION: To refund \$1500 each to the following employees, Cindy Piper, Paul Sharrow and Derek Stoy out of the 2017 health insurance surplus funds. This refund will be split throughout the 26-week payroll as a deduction in health care out of pocket expense in 2019 was made by Tom Heefner, second by Jeff Main. All ayes, motion carried.

MOTION: To approve a 1.5% COLA increase for eligible employees as well as a merit pay increase of 1.5% if the eligible employee receives an 85% or better on his or her merit review was made by Tom Heefner, second by Sean Grove. All ayes, motion carried.

There was no old business.

President Stoner Jr. moved into New Business. Borough Manager Derek Stoy went over the Franklin County Area Tax Board Budget showing a 2.44% increase over projected 2018 expenses. Stoy gave an update on the Johnstons Run Trail stating that he had a contract with ARRO and hoped to have it submitted to DCNR by the week of Thanksgiving. Manager Derek Stoy reported that the air compressor in the Public Works Garage needed to be replaced. Stoy noted that the Finance Committee presented a balanced 2019 budget which did not raise taxes which included adding a full time Police Officer. Stoy noted that if Council agrees, the budget will need advertised as well as approving the Tax Levy Ordinance for advertising, the official adopting of the budget can then happen at the December 10, 2108 Council Meeting. Stoy moved on in his report saying the liquid fuels audit was in compliance and concluded his report with discussing the need for a Police Door and provided a door replacement estimate noting that Council could choose to take it back to the Property Committee or obtain more quotes.

MOTION: To oppose the Franklin County Area Tax Board Budget was made by Jeff Main, second by Tom Heefner. All ayes, motion carried.

MOTION: To adopt Resolution 19-18, Franklin County 2019 Mitigation Plan was made by Jeff Main, second by Tom Heefner. All ayes, motion carried.

MOTION: To approve the Fire Police to assist with the Greencastle Christmas Parade November 17, 2018 was made by Jeff Main, second by Sean Grove. All ayes, motion carried.

MOTION: To approve the advertisement of the 2019 proposed budget as presented to council was made by Jeff Main, second by Tom Heefner. All ayes, motion carried.

MOTION: To approve advertisement of the Tax Levy Ordinance No. 2-31 was made by Jeff Main, second by Tom Heefner. All ayes, motion carried.

Derek Stoy told Jeff Main that he would be in touch regarding uniformed retirement information for the next Personnel meeting. Also, Stoy noted that he would like to do another volunteer luncheon in January that would be split financially by the three entities; Borough, Water and Sewer. Stoy asked Jeff Main if he could check with the board to see if the activity center is available January 16th.

MOTION: To adjourn was made by Tom Heefner, second by Sean Grove. All ayes, motion carried.

Meeting adjourned at 8:10 PM.

These meeting minutes were transcribed and respectfully submitted for approval by Stacey Golden with the use of her meeting notes and audio recording.

Date approved: _____ Motion by: _____ Second by: _____