

McSherrystown, Pennsylvania
Reorganization Meeting
January 6, 2020

Council of the Borough of McSherrystown held its reorganization meeting on Monday, January 6th, 2020 at 6 p.m. in the Municipal Building, 338 Main Street, McSherrystown, Adams County, Pennsylvania with Mayor Anthony J. Weaver presiding.

Mayor Weaver led the Pledge of Allegiance to the Flag of the United States of America and the Invocation for Divine Guidance.

Prior to the meeting, newly elected Councilmembers Daniel P. Colgan, Joyce E. Murren, Mark A. Lookenbill, William F. Smith were administered the oath of office by the County of Adams. Lisa B. Koontz, who had previously been appointed to complete the term of Council President Patricia D. McKim-Bortner, took her oath of office before Magistrate Daniel S. Bowman. Mayor Anthony J. Weaver administered the oath of office to newly elected Councilmember Joseph E. VonSas.

Present on roll call were Councilmembers Daniel P. Colgan, Lisa B. Koontz, Mark A. Lookenbill, Joyce E. Murren, Stephen J. Pascoe, William F. Smith, and Joseph E. VonSas. Other officials in attendance included Anthony J. Weaver (Mayor,) Scott J. Cook (Manager,) and Gerald C. Walmer (Secretary/Treasurer.) Justin M. George, Esq. was also present.

Mayor Weaver called for nominations from the floor for the office of President. Councilmember Lisa Koontz nominates Joe Vonsas for the office of president. Councilmember Dan Colgan nominates Bill Smith for the office of president. Councilmember Joe VonSas nominates Steve Pascoe for the office of president. There being no further nominations, a roll call vote was taken.

Roll call vote results for the nomination of Joe Vonsas for Borough Council President were as follows:

Daniel P. Colgan (No)
Lisa B. Koontz (Yes)
Mark A. Lookenbill (No)
Joyce E. Murren (No)
Stephen J. Pascoe (Yes)
William F. Smith (No)
Joseph E. VonSas (Yes)

There was not a majority vote for Joe Vonsas for the office of Borough Council President.

Roll call vote results for the nomination of Bill Smith for Borough Council President were as follows:

Daniel P. Colgan (Yes)
Lisa B. Koontz (No)

Minutes – Reorganization Meeting - January 6, 2020

Mark A. Lookenbill (Yes)
Joyce E. Murren (Yes)
Stephen J. Pascoe (No)
William F. Smith (Yes)
Joseph E. VonSas (No)

With a majority vote, Bill Smith is named Borough Council President.

Mayor Weaver called for nominations from the floor for the office of Vice President. Councilmember Joy Murren nominates Dan Colgan for the office of Vice President. Councilmember Joe VonSas nominates Lisa Koontz for the office of Vice President. There being no further nominations, a roll call vote was taken.

Roll call vote results for the nomination of Dan Colgan for Borough Council Vice President were as follows:

Daniel P. Colgan (Yes)
Lisa B. Koontz (No)
Mark A. Lookenbill (Yes)
Joyce E. Murren (Yes)
Stephen J. Pascoe (No)
William F. Smith (Yes)
Joseph E. VonSas (No)

With a majority vote, Dan Colgan is named Borough Council Vice President.

Mayor Weaver handed the gavel over to Council President Bill Smith.

Solicitor Justin George explained the role of Chairman Pro-Tem.

President Smith, noting the need for experience on the Borough Council, appointed Councilmember Joe VonSas as Chairman Pro-Tem in the event there would be an absence of both the President and Vice President at a meeting. The chairman would then preside only if there were a quorum present. Councilmember Joe VonSas formally accepted the appointment.

President Smith noted that there should be a registered elector of the Borough appointed to serve as Chairman of the Vacancy Board. The Chairman would preside over the Board to fill a council vacancy within 30 days should the sitting Council fail to do so. Manager Cook explained that in the past, Gary Green served as Chairman of the Vacancy Board, but had never been called upon to serve in that roll. President Smith asked that he be contacted in regards to filling that vacancy.

President Smith inquired about specific community members who previously sat on the various Borough committees. Manager Cook explained that Councilmembers were typically the only individuals serving on committees other than the Civil Service Committee and the Pension Board. Solicitor George explained that most committee

Minutes – Reorganization Meeting - January 6, 2020

assignments are held by Council members. President Smith tabled the naming of committee assignments until the next meeting.

The time and place for regular meetings of Borough Council was set for the second Wednesday of each month at 7 p.m. Meetings will be held at the Municipal Building located at 338 Mains Street, McSherrystown. Labor/Management meets upon request.

Councilmember Colgan moves a motion to accept the time and place for regular meetings and was seconded by Councilmember VonSas. Motion carries.

Councilmember Colgan moved a motion to require a roll call for all votes taken by Borough Council. Joy Murren seconded his motion. Motion carries.

Councilmember Vonsas moved a motion to keep ACNB as depository for the Borough's funds. He was seconded by Councilmember Lookenbill.

Roll call vote results were as follows:

Daniel P. Colgan (Yes)

Lisa B. Koontz (Yes)

Mark A. Lookenbill (Yes)

Joyce E. Murren (Yes)

Stephen J. Pascoe (Yes)

William F. Smith (Abstains)

Joseph E. VonSas (Yes)

With a majority vote, the motion carries.

President Smith, in addition to himself and Secretary/Treasurer Gerald Walmer, named Councilmembers Joy Murren, Joe VonSas, and Mark Lookenbill as authorized signers for Borough accounts.

After a discussion regarding job descriptions associated with Resolution 2020-3, Manager Cook recommended that something similar to a workshop take place so that new members of Council can gain a better understanding of the various roles and responsibilities of Borough employees. President Smith, along with Mayor Weaver thought that Manager Cook's recommendation was needed and should take place.

The following resolutions were presented for consideration:

2020-1 – Fees for Operation of Recreational Facilities

2020-2 – Fees and Charges Schedule for Zoning Building

2020-3 – Compensation, Appointments, Salaries

2020-4 – Distribution of Act 205 to Pension Plan

2020-5 – Fees for Subdivision and Land Development

2020-6 – Municipal Franchise Fee of Cable TV Service

Councilmember Vonsas moves a motion to adopt resolutions 2020-1 – 2020-6 and was

Minutes – Reorganization Meeting - January 6, 2020

seconded by Councilmember Koontz.

Roll call vote results were as follows:

Daniel P. Colgan (Yes)

Lisa B. Koontz (Yes)

Mark A. Lookenbill (Yes)

Joyce E. Murren (Yes)

Stephen J. Pascoe (Yes)

William F. Smith (Abstains)

Joseph E. VonSas (Yes)

With a majority vote, the motion carries.

OTHER BUSINESS:

Manager Cook was appointed as representative to the YATB and to the ACTCC. Councilmember Colgan was appointed to serve as alternate representative to the YATB and the ACTCC. Both accepted the appointments.

Approval of the minutes of the regular meeting held 12/11/19 as presented was given on a motion moved by Councilmember Pascoe, seconded by Councilmember Koontz.

Roll call vote results were as follows:

Daniel P. Colgan (Yes)

Lisa B. Koontz (Yes)

Mark A. Lookenbill (Yes)

Joyce E. Murren (Yes)

Stephen J. Pascoe (Yes)

William F. Smith (Abstains)

Joseph E. VonSas (Yes)

With a majority vote, the motion carries.

Mayor Weaver reported that the Civil Service Commission approved the conditional hiring of Cortney Herring to the McSherrystown Police Department.

A motion was moved by Councilmember Pascoe to approve the conditional hiring of Courtney Herring pending applicable clearances and was seconded by Councilmember Murren.

Roll call vote results were as follows:

Daniel P. Colgan (Yes)

Lisa B. Koontz (Yes)

Mark A. Lookenbill (Yes)

Joyce E. Murren (Yes)

Minutes – Reorganization Meeting - January 6, 2020

Stephen J. Pascoe (Yes)
William F. Smith (Abstains)
Joseph E. VonSas (Yes)

With a majority vote, the motion carries.

Secretary/Treasurer Walmer reported that the Newly Elected Municipal Officials training presented by the Pennsylvania State Association of Boroughs was scheduled to be held on January 24th and 25th in Gettysburg. It was decided that President Smith would be attending the training with Councilmember Pascoe who had already been approved by Borough Council to attend at a discounted rate of \$120 per person.

A motion was moved by Councilmember Colgan and was seconded by Councilmember Murren to send Council President Bill Smith to the PSAB training.

Roll call vote results were as follows:

Daniel P. Colgan (Yes)
Lisa B. Koontz (Yes)
Mark A. Lookenbill (Yes)
Joyce E. Murren (Yes)
Stephen J. Pascoe (Yes)
William F. Smith (Abstains)
Joseph E. VonSas (Yes)

With a majority vote, the motion carries.

Secretary/Treasurer Walmer noted that the Adams County Boroughs Association meeting will be held on January 20th at The Pike Restaurant in Gettysburg, PA. Those planning to attend are President Smith and Councilmember Colgan at their own expense.

Councilmember Colgan requested that a list of current committee members be provided before the next Council meeting. Solicitor George noted that any committee can be formed or dissolved based on Borough Council's wishes outside of those statutorily mandated.

Solicitor George offered to provide a brief learning session before the next meeting at 6pm. Council accepted his offer to meet on Wednesday, January 8th.

Mayor Weaver again reiterated his desire to decide on a date that new Council members meet with current Borough employees to better understand their various roles.

Public Participation:

There was no public participation.

Minutes – Reorganization Meeting - January 6, 2020

Adjournment was declared at 6:58 p.m. on a motion moved by Councilmember VonSas, seconded by Councilmember Murren.

Roll call vote results were as follows:

Daniel P. Colgan (Yes)

Lisa B. Koontz (Yes)

Mark A. Lookenbill (Yes)

Joyce E. Murren (Yes)

Stephen J. Pascoe (Yes)

William F. Smith (Abstains)

Joseph E. VonSas (Yes)

With a majority vote, the motion carries.

Gerald C. Walmer
Borough Secretary