

Minutes – February 8, 2017

McSherrystown, Pennsylvania

Council of the Borough of McSherrystown met at 7:00 p.m. on Wednesday, February 8, 2017 in the Municipal Building, 338 Main Street, McSherrystown, Pennsylvania with Patricia McKim-Bortner presiding.

President McKim-Bortner led the Pledge of Allegiance to the Flag of the United States of America and the Invocation for Divine Guidance.

Present on roll call were the following members of council constituting a quorum: Patricia D. McKim-Bortner, David W. Bolton, Michael J. Calderone, James A. Forbes and Robert D. Niedererr. Joseph E. VonSas and Councilmember Douglas S. Duvall were absent. Other Borough Officials in attendance included Mayor Anthony J. Weaver; Robert Campbell, Esq. Solicitor; Michael F. Woods, Chief of Police; Scott J. Cook, Manager and Luanne M. Boring, Secretary/Treasurer.

Closing of Bids for Contract 2017-2 - Street Sweeper was approved on a motion moved by Councilmember Bolton, seconded by Councilmember Calderone. Motion carries.

President McKim-Bortner called for Opening of Bids for Contract 2017-2 - Street Sweeper.

The secretary noted that there has been one bid received. She opened the sealed bid from Technical Sweeping Services Inc. The bid document for the bid price amount of \$140,000 was signed by Ronald Jolly and included a certified cashier's check for \$14,000 as per bid specifications. The year and model of the truck was 2007 with 26,486 miles, auxiliary engine, is per bid request with less than ten hours of operation.

The bidder acknowledged that the bid specifications for the new or re-conditioned Johnston VT650 Pure Vacuum Street Sweeper with dual gutter brooms and suction heads for left and right sweeping has been met. The amount of the bid includes freight.

Manager Cook related that this sweeper will also be used to meet upcoming regulations for MS4 program. Storm sewer maintenance and sewer manholes can be cleaned out with the sweeper attachments as well.

Councilmember Forbes moved to accept the bid price of \$140,000 from Technical Sweeping Services Inc. for the street sweeper as per specifications. Councilmember Bolton seconded the motion. Motion carries.

As far as the sweeper that we have now, Cook says he can put it on Munici-Bid. If we do not get rid of it in that manner, we can always look into selling it for scrap metal.

Minutes of the regular meeting and zoning hearings held January 11, 2017 were approved on a motion moved by Councilmember Bolton, seconded by Councilmember Niedererr. Motion carries.

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The Financial Review and Budget Analysis reports were presented by the treasurer. There were no questions of those reports. She mentioned that SEK will be here the next meeting to present the Audit 2016 reports.

Communications noted included the following:

1/31/2017 Comcast provides a franchise renewal draft for consideration. The franchise is set to expire on April 12, 2017. As with the current agreement, we would still receive five percent franchise fees. Solicitor Campbell was asked to review the draft and report back to the borough.

2/1/17 AC Conservation District – Co-Permittee acknowledgement. The approval has been given for Sheaffer Property Development to Tony Forbes/Heartland Investment Properties LLC.

2/8/17 Sharrah Design Group, Inc. re: McKinsley Heights (formerly Sheaffer Development) Final Plan. A copy of the comments were distributed to board members.

### PUBLIC PARTICIPATION

Jonathan Stiles was in attendance on behalf of Delone Catholic High School Music Association. He is asking permission to close South Street earlier on Saturday, the week of the carnival. They are considering hosting a private time period, so they are proposing to shut it down at 2 p.m. instead of 5. They have been approached by Clark's to hold their company party there and noted this is still in the planning stages to see if possible.

Chief Woods is concerned of the affect it would have on neighboring properties. Parking would be a concern as well.

Stiles explained that Clark's would be provide busing from their facility to the event.

Mayor Weaver suggested that Delone send letters to the residents on South Street advising of the extended no parking but still allowing them access if necessary. The barricades would be placed so that they would have that option to enter the street. He also asked that they coordinate for security, etc. with Chief Woods.

Councilmember Bolton moved a motion to approve that Delone Music Association be allowed the additional three hour no parking on the Saturday of the annual carnival. Councilmember Forbes seconded the motion. Motion carries.

Jeff Zigler, KPI Technology, spoke on behalf of Bon-Ton Builders/Heartland Investment Properties in regards to McKinsley Heights Subdivision. The final plan is here tonight for approval. They will be making the road connection to the Township.

Manager Cook noted that the comments have been received on the final plan from our engineer, Bob Sharrah. Everything is in order and the Conewago Township signature block has been removed from the plan. They have been in contact with the solicitor and

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the development will be similar to that which is in the adjoining Preserves.

Solicitor Campbell has received the letter of credit here tonight from Fulton Bank. He suggests that the bank change the letter referencing McKinsley Heights Subdivision formerly known as Sheaffer Development Subdivision, so there are no questions. With that change he would recommend approval with that stipulation.

Councilmember Bolton moved a motion to grant approval final subdivision of McKinsley Heights Subdivision formerly known as Sheaffer Development Subdivision with the stipulation that the revised wording on the letter of credit be received from Fulton Bank. Councilmember Niedererr seconded the motion. Motion carries.

### REPORTS

Mayor Weaver publicly thanked the police department for working short-handed. They have made some big arrests the last several weeks. He did not want it to go unnoticed.

Police Chief Woods submitted his report for the month of January which included 119 calls for police services. There were 2 criminal arrests, 24 summary arrests and 2 parking tickets issued. Patrols traveled 2,193 miles, using 243.9 gallons of fuel and averaging 9.0 mpg.

Woods reported that a prescription drop box has been received through the PA District Attorney Association. It will be installed here in the police office lobby.

Woods noted that officers are going through Narcan training and will be using it here. Chief Woods requests a personnel session at meeting end.

Manager Cook's report for the month of January included collecting and chipping Christmas trees, removing leaf box from dump truck and cleaning truck and leaf vacuum. Built a new chipper box for the 2017 dump truck and converting old snow plow into V-plow for backhoe attachment. Used cold patch on miscellaneous street areas as needed and cleaned storm gutter at 419-421 Main Street. Trash containers were emptied at the parks and Borough offices. Daily maintenance and repairs was performed on police vehicles and borough vehicles and equipment. Applied salt and cindered streets as needed. Gasoline usage totaled 193.3 gallons, diesel usage was 7.0 gallons and SAVES used 253.7 gallons of diesel and 18.9 gallons of gasoline.

Solid Waste Committee Chairman Calderone read the recycling report for the year 2016. It was noted that the residential recycling rate increased over the previous year.

Recreation Committee Chairman Niedererr reported that baseball registrations are still being accepted through March 1<sup>st</sup>.

Civil Service Committee Chairman Bolton intends to schedule a meeting with the commission to review the Police Personnel Management Report.

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OLD BUSINESS

The secretary noted that Resolution 2016-15 was passed December 14, 2016. At that time we did not have the 2017 mileage rate, so we used the 2016 rate of \$.54 per mile. Since that time the 2017 rate was announced as \$.535.

Councilmember Calderone moved a motion to revise the IRS mileage allotment rate for 2017 as \$.535 on the Resolution 2016-15 adopted on December 14, 2016.

Councilmember Bolton seconded the motion. Motion carries.

Councilmember Bolton mentioned the upcoming PSAB conference and the resolutions that will be proposed. They are pushing small games of chance daily limits which would continue to help communities.

Manager Cook reported that he has spoken to Sam Miller, Hanover Borough, concerning the question as to whether or not we could have them shut off water for non-payment of sewer. Sam explained that what they do is charge the municipality a flat rate of \$35 to shut it off. They do not charge for lost water revenue. We would in turn tack on that \$35 to the amount owed for the delinquent sewer.

Solicitor Campbell has been told that Appler is back in bankruptcy as a motion to amend has recently been filed. We can do nothing at this time if he is in bankruptcy.

President McKim-Bortner recommended that recognition letter be presented to the family of Mary Clare Weaver. Mayor Weaver will work with the secretary to prepare the document.

NEW BUSINESS

Approval to pay expenditures as listed was given on a motion moved by Councilmember Bolton, seconded by Councilmember Calderone. Motion carries.

Resolution 2017-1, setting annual rates per the sewer ordinance was adopted on a motion moved by Councilmember Bolton, seconded by Councilmember Niedererr. Motion carries. It was noted that the rates are the same as the previous year.

A recess was declared at 7:39 p.m. on a motion moved by Councilmember Calderone, seconded by Councilmember Bolton. Motion carries.

President McKim-Bortner called the meeting back to order in an executive personnel session at 7:44 p.m.

The regular meeting was called back to order at 7:56 p.m. by President McKim-Bortner.

Adjournment was declared at 7:56 p.m. on a motion moved by Councilmember Calderone, seconded by Councilmember Bolton. Motion carries.

Luanne M. Boring, Borough Secretary