

**McSherrystown Borough Council**  
**Meeting Minutes**  
**Wednesday, January 13, 2021**

The regular meeting of the McSherrystown Borough Council was called to order via ZOOM at 6:00pm with prayer and pledge by President William Smith with the following Council members in attendance.

William Smith	Daniel Colgan	Lisa Koontz	Mark Lookenbill
Stephen Pascoe	Joyce Murren	Joseph VonSas	

Staff Present: Mayor Todt, Chief Woods, Solicitor George, Katherine Molina, TJ Murren and Anna Lescalleet

**Approval of Minutes:** Motion by Dan Colgan to approve minutes of 12/9/20 and 12/21/20 seconded by Joyce Murren.

Roll Call Vote: William Smith – yes, Daniel Colgan – yes, Lisa Koontz – yes, Mark Lookenbill – yes, Joyce Murren – yes, Stephen Pascoe – yes, Joseph VonSas – not present for voting.

**Communications/Notifications:** No communications.

**Public Participation:** No public participation noted.

**UNFINISHED BUSINESS:**

**Main Street Park Signage:** TJ Murren advised council that permission for a temporary sign was granted to Mr. Kevin Adams for a 6 month timeframe.

**COVID – Senior Center Update:** Solicitor George reminded council the State relaxed gathering restrictions on January 4<sup>th</sup> but capacity limitations are still in place.

**Home School Spring Semester:** Joy Murren made a motioned and seconded by Joseph VonSas to extend an offer to the Home School Group for its Spring Semester pending new waivers being signed and guidelines mandated by the State are followed.

Roll Call Vote: William Smith – yes, Daniel Colgan – yes, Lisa Koontz – yes, Mark Lookenbill – yes, Joyce Murren – yes, Stephen Pascoe – yes, Joseph VonSas – yes.

**NEW BUSINESS:**

**Conditional Offer:** President Smith advised Council the Civil Service Commission met Monday, January 11<sup>th</sup> to discuss Officer Courtney Herring’s departure and the upcoming retirement of Officer Smyers at years end. Discussion among the board continued and it was determined that they should work toward implementing exit interviews.

Mark Lookenbill made a motion to extend a conditional offer of employment to Officer Larry Kitzmiller along with initiating the advertisement/civil service process for another full time officer. Motion was seconded by Dan Colgan.

Roll Call Vote: William Smith – yes, Daniel Colgan – yes, Lisa Koontz – yes, Mark Lookenbill – yes, Joyce Murren – yes, Stephen Pascoe – yes, Joseph VonSas – yes.

**Personnel Update:** President Smith advised council that non uniformed employees are moving toward unionization. Items relating to the matter will be posted.

**Garbage Billing Update:** President Smith discussed a \$1.00/month increase in the dumpster account billings. This will be in line with the recent \$3.00/qtr. billing for residential trash bills. Dan Colgan made a motion, seconded by Joyce Murren.

Roll Call Vote: William Smith – yes, Daniel Colgan – yes, Lisa Koontz – yes, Mark Lookenbill – yes, Joyce Murren – yes, Stephen Pascoe – yes, Joseph VonSas – yes.

Solicitor George advised Councilmember Lisa Koontz and Mayor Todt will need to be on the ballot for this year's Municipal Election. Paperwork will be available through County Elections Office in February with applications due in March with exact dates to be determined.

**Approval of Expenditures:** A motion was made by Mark Lookenbill and seconded by Joy Murren to approve the list of expenditures.

Roll Call Vote: William Smith – yes, Daniel Colgan – yes, Lisa Koontz – yes, Mark Lookenbill – yes, Joyce Murren – yes, Stephen Pascoe – yes, Joseph VonSas – yes.

**Public Participation:** There was no noted public participation.

Dan Colgan made council aware that the Roads and Snow Removal was addressed with maintenance, and modifications have been made as to how the roads are cleared.

Joyce Murren advised council she received a letter from a resident with the idea of creating a town flag. Joyce and the recreation committee will look into this with the help of the McSherrystown Heritage Committee.

President Smith noted the need for the January 27<sup>th</sup> meeting will be determined Wednesday, January 20<sup>th</sup> pending any agenda items.

The meeting was adjourned at 6:32pm.

Respectfully submitted,

Anna Lescalleet  
Admin. Asst.

