

McSherrystown Borough Council Meeting Minutes from 9/23/2020

1. Call to Order – Pledge and Invocation
2. Roll Call

William Smith (President) - present

Joyce Murren - present

Daniel Colgan (Vice President) - present

Stephen Pascoe - absent

Lisa Koontz – present

Joseph VonSas – present (arrived 7:30)

Mark Lookenbill – present

Staff

Justin George (Solicitor) - present

Chief Michael Woods – Chief of Police

3. Approval of Minutes – Dan made mention to include changes that we include the individual votes. With changes, Dan made mention to approve the minutes, 2<sup>nd</sup> by Mark.

Smith – yes, Colgan – yes, Koontz – yes, Lookenbill – yes, Murren – yes, Motion passed.

William Smith made some brief announcements:

Chief Woods agreed to accept temporary position to help as Borough Manager.

Also address the Executive Session prior to the 9/9/20 meeting. It was announced on Community Media, but it was not recorded. Council person Koontz brought up the issue and Bill addressed it with the Solicitor in regards to using the press to attack others on the council. Bill mentioned that he did not initiate the contact with The Gettysburg Times and that discussions relating to the reason for the executive session are to remain confidential, other discussion and behaviors, etc not related to the original reason for the session are not confidential. Solicitor George reiterated again that the use of social media is discouraged.

4. Communication/Notification - William Smith read letters sent in from Robert Neiderer requesting that meetings be opened to the public and from Lawrence Topper regarding pot holes on N 3<sup>rd</sup> St. Lisa handed Bill a letter from Richard Groft. Chief made a mention that letters should be turned in prior to meetings and need to be reviewed for content.

5. Reports

A) Building and Grounds – Joy met with Parichuk Paving at the Rec Park and the courts are in worse shape than originally thought so cost would be much higher so we won't be resurfacing court at this time.

B) Civil Service – Mark had nothing to report

C) Finance – Mark reported that the chief was working on an initial budget for next year. He also looked into cost to do an audit and all accounting firms said it wouldn't be worth the expense. Any irregularities that they uncover, they could pinpoint the time at the annual audit .

D) Highway – Dan requested a clarification on The Highway Fund and if it includes Liquid Fuels and if they are separated? Reason was because in discussions with Scott Lehman it was understood that storm water is authorized use for the funds. Looking for clarification so we could help alleviate the issue with Mr. Sherdel's property on Ridge Ave and the ongoing flooding issue. Justin will get clarification.

E) Personnel – Bill mentioned we received applications for PT Admin Asst/Secretary and most qualified was Anna Lescalleet. She had 18 yrs experience doing exactly what we need. Would like to make her an offer conditional upon clearances and background check for \$19hr 24-28hrs. Motion was made by Joy, 2<sup>nd</sup> by Dan to extend the offer. Votes were: Smith –yes, Colgan – yes, Koontz – Yes, Lookenbill – Yes, Murren – yes, Motion passed

Also mentioned that draft of Employee Handbook is in final stages.

F) Planning and Zoning – Dan mentioned they met 9/15 to discuss plans at Turkey Hill. They need a letter with approval that they are ok to move ahead with the project. Dan made a motion that we send them approval letter and that as they progress, they keep the residences aware of the progress so we can prepare for any traffic issues. Motion 2<sup>nd</sup> by Joe. Votes were: Smith – yes, Colgan - yes, Koontz – yes, Lookenbill – yes, Murren – yes, Von Sas – yes; motion passed.

We will have an agenda item for conditional use for next meeting. Also, we have had 66 contacts for zoning violations, the vast majority have been rectified or in process of being rectified. We have identified 6 abandoned vehicles in the boro and they have been sent notification.

G) Police – Chief woods mentioned the police would be available for Trick or Treat on 10/27. Chief Lawrence at SAVES will also be available from 6-8pm on 10/27 as well.

H) Recreation – nothing to report

I) Safety – Joy mentioned the waterhole at the dog park was filled in with large stone by an anonymous person, so we would like to thank them. Also, on 10/24 we are having the Medicine take back at The McSherrystown Moose from 10am-2pm.

J) Sewer – Lisa had nothing to report. Chief woods said he had talked to Sam Miller about sewer billing, and he apologizes but they have been very busy but will try to work on getting us some numbers on cost.

K) Solid Waste – Chief mentioned on 10/3 we will have E-Recycling from 8am-Noon at the Maintenance Shed like years past. The Boro will be cleaning up brush and leaves the month of October for residents. Also mentioned there have been calls to pick up large items. We do pick up for fees, but must call in and arrange. You can call Neiderer's Sanitation as they will pick up 1 large item a month, but you need to call them ahead of time.

L) Solicitor – nothing to report

M) Treasurer – nothing to report

6) Public Participation – nothing

7) New Mayor – received 2 letters of interest from Kathy Todt and George Staub. Joy made motion that we nominate Kathy as our new mayor, 2<sup>nd</sup> by Dan. Votes were: Smith – yes, Colgan - yes, Koontz – yes, Lookenbill – yes, Murren – yes, Von Sas – yes. Motion passed.

Chief to arrange for her to be sworn in to office.

8) Unfinished Business

A) Joe mentioned that Jerry had requested information regarding his insurance when he left. Bill said that all that was sent to Atty Miller for review.

B) Lease for Fairview fields was discussed about liability issues, etc.

C) Code of Conduct update – 2 versions of Code of Conduct were handed out for review. Justin said he has reviewed and both are good. Vote will be tabled to next meeting to give everyone opportunity to review.

d) Ordinance 2020-3 – Brings us up to date with new limits established by Hanover. There were no public comments regarding the ordinance. Dan made motion to adopt Ordinance 2020-3, Lisa – 2<sup>nd</sup>. Votes were – Smith – yes, Colgan – yes, Koontz – yes, Lookenbill – yes, Murren – yes, Von Sas – yes. Motion passed

9) New Business

A) MMO Pension obligation 2021. Requirement for funds we must put aside for pensions. Lisa made motion to pay pension obligation, Mark – 2<sup>nd</sup>, votes were: Smith – yes, Colgan – yes, Koontz – yes, Lookenbill – yes, Murren – yes, Von Sas – yes

10) Public Participation – nothing to report

There being no further business, the meeting was adjourned.

Respectfully Submitted,

Mark Lookenbill

Acting Secretary

