

**McSherrystown Borough Council**  
**Meeting Minutes**  
**Wednesday, November 25, 2020**

The Council Meeting of the McSherrystown Borough for Wednesday, November 25, 2020 was preceded by an Executive Session via Zoom beginning at 6:00pm-7:10pm.

The regular Borough Council Meeting was called to order via ZOOM at 7:10pm 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	Joseph VonSas	Joy Murren	

Staff Present: Mayor Todt, Chief Michael Woods and Solicitor George.

**Approval of Minutes:** Motion by Joe VonSas to approve minutes of 11/18/20, seconded by Joy 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.

**Communications/Notifications:** William Smith presented a letter from Dave Staub, President and representative of the Brushtown Bombers Baseball/Softball organization seeking a partnership with McSherrystown Borough for usage of the 90 ft. ball diamond at the Senior Center/Rec Park. A \$500.00 donation would be made to the Borough for access to the fields. The Bombers organization would assist with upkeep and donate half the proceeds from tournament concessions. The time frame with regard to usage would be between April and August, 2021 with the knowledge that the Rec Program and their schedules would take precedence. Item tabled for further discussion in upcoming meetings.

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

**Review and Discussion of Preliminary Budget:** Chief Woods who wanted to publically thank Mr. Bob Miller, CPA for reviewing the preliminary budget presented his findings. After thorough review and calculating, the new debt totaled \$109,173.00. In an effort to reduce this deficit council looked deeper into the more costly areas of the budget. Mark Lookenbill advised the biggest cost can be found in Insurance. An overview of the different plans offered lead to a motion by Dan Colgan, seconded by Joy Murren, effective January 1, 2021 for the following non-uniformed insurance plan change:

- PPO Plan \$1000/\$2000 deductible with an increase in weekly employee contribution of \$30.00/single - \$50.00/family. This will provide a savings of \$8300.00 to the Boro.

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

In other budget discussions Lisa Koontz encouraged council to consider not raising taxes on our already stressed citizens due to COVID and job loss, and to consider taking out of reserves this year to balance the budget, with the hope to revisit the decision next year under (hopefully) better circumstances.

Dan Colgan aired his concerns and suggested transitioning some of the Borough's CD's. Solicitor George recommended meeting with the bank with regard to our options. Chief Woods will follow up on this recommendation.

Joyce Murren made motion and Dan Colgan seconded to increase the garbage administrative fee from \$12.00 to \$15.00/quarter for the remainder of the municipal garbage contract with Neiderer's Sanitation. This will increase the garbage rate to households from \$57.00 to \$60.00/quarter until end of June, 2021.

Roll Call Vote: William Smith – yes, Daniel Colgan – yes, Lisa Koontz – yes, Mark Lookenbill – yes, Joyce Murren – yes, Stephen Pascoe – no, Joseph VonSas – yes.

Joe VonSas asked for clarification on SAVES contributions. It was noted the Building Fund Contribution of \$24,640 remains in the 2021 budget with \$0 extra contributions.

Lisa Koontz made motion and Dan Colgan seconded to let the budget rest for 10 days with the noted changes to non-uniformed Insurance and garbage rates. With this, Solicitor George will prepare and provide a notice to display on the Borough Office door and in the Gettysburg Times which will allow for public viewing of proposed budget. The notice will be posted no later than Monday, November 30<sup>th</sup> which will allow the budget to then be adopted at the next Borough Council meeting on Wednesday, December 9<sup>th</sup>.

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

Chief Woods stated the outsourcing of payroll to Miller, Brown Ohm Associates was noted in the 2021 budget and asked for clarification from Solicitor George on whether or not this would need voted on or approved. Motion was needed and made by Joy Murren and 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.

**Unfinished Business:** President Smith advised council the Secretary/Treasurer position will again be advertised on Indeed. The personnel committee was unable to extend the conditional offer, as hoped to the chosen candidate.

**Homeschool Group Update:** After discussion by council and by the recommendation of Solicitor George to follow the Department of Health and the Governor's mandate/guidelines, it was decided the Senior Center should be closed until further notice, if those guidelines cannot be followed. No vote taken. The council did vote to re-extend the offer of use to the Homeschool Group with a motion by Joe VonSas, seconded by Lisa Koontz pending COVID restrictions and with an increased price from \$5.00 to \$10.00/day rental fee.

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:** Motion was made by Dan Colgan seconded by Joy Murren for the recommendation of Matt VonSas to the Zoning Hearing Board for the remainder of the 3 year term of TJ Murren, who recently resigned.

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.

The meeting was adjourned at 7:38pm by motion from Dan Colgan.

Respectfully submitted,

Anna Lescalleet  
Admin. Asst.