

McSherrystown Borough Council
Meeting Minutes
Wednesday, October 14, 2020

The meeting was called to order 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, Solicitor Justin George and Constable Weiser.

Approval of Minutes: Approval of minutes was tabled to next meeting.....Council members were in receipt of incorrect minutes up for approval. Councilman Lookenbill acknowledged his error and will forward correct minutes to all Board Members.

Approval of Bills: Lisa Koontz motioned to pay bills, seconded by Steve Pascoe. All were in favor. None opposed.

Communications: Two items of communication. Tom Weaver outlined the procedure for addressing action items. And, Rob Niedererr addressing a meeting issue article in the Gettysburg Times and questioning when the meetings will be open to the public. After President Smith outlined the COVID policy, discussion ensued regarding the use of the KofC, SAVES, St. Teresa of Calcutta gym, McSherrystown Senior Center and/or Life Discovery Church, in an effort to again accommodate the public. Solicitor Justin George was tasked with advising council if SAVES would be an option, as it is outside the Boro. He later advised that meeting locations outside the Boro are not permissible.

REPORTS

Borough: Chief Woods, as acting Boro Mgr. advised Leaf and Brush Collection will be held the entire month of October with no specific pick up day noted. He also advised the preliminary budget will be ready to view as a first draft by next meeting. He did advise the Boro office remains closed at this time.

Building and Grounds: Joy Murren led additional discussion with regard to the Senior Center being a meeting option site.

Civil Service: Mark Lookenbill advised regulations have been updated and approved by the Solicitor with few changes, those being in the area of gender/residency/age, from 18 to 21/score. This item was tabled for next meeting so all council members could view a copy and agree on all changes noted.

Finance: ACNB – Restricted Fund Police and K9....official signatures....awaiting the hiring of new Secretary/Treasurer. President Smith requested the next meeting focus primarily on the Budget.

Highway: Dan Colgan questioned Liquid Fuels and its relationship to the Highway Fund asking if any other items are specific to that account. He questioned if Liquid Fuels can be segregated from all other funds. In addition, Dan asked for clarification from Solicitor George regarding the pulling of citizens to sit on the Highway Committee with him, as does the Planning and Zoning Committees. Solicitor George affirmed that citizens generally do sit on this type committee.

In other Highway business Dan Colgan asked that the 2020 budgeted amount for repairs to N. 3rd Street to Fairview and N. 5th Street to Boro line be rolled over to 2021 due to the COVID pandemic halting the work.

Personnel: President Smith introduced Anna Lescalleet as the new Boro Clerk. Chief Woods later corrected her title to Administrative Assistant. President Smith advised the part time Sec/Treasurer search and interviews are underway. With regard to the Handbook, Smith advised this is still in process. Also, the FMLA Policy from Atty. Miller remains unfinished at this time.

Planning and Zoning: Dan Colgan advised he established 3 dates for the public meeting advertisements due to COVID. Those dates are October 22, November 19 and December 17.

Police: Mayor Todt reported the Medicine Take Back Day is scheduled for Saturday, Oct 24th from 10:00am – 2:00pm at the Moose Lodge in McSherrystown. She also advised Trick or Treat will take place in the Boro on Tuesday, October 27th from 6:00pm-8:00pm. SAVES will secure the intersections on Main Street for safety purposes.

Recreation: Joy Murren relayed a message from BJ Wilke, Softball Coach who was grateful for the use of the ball field facility for his team and showed interest in securing the field for next year.

Safety: Joy Murren advised council they did secure a part-time crossing guard for 3rd and Main. Dan Colgan questioned whether or not Conewago Valley School District would pay 100% wages for Boro crossing guards. Chief Woods outlined the specifics of the Pa State Boro Code noting the School District pays half.

Sewer: Lisa Koontz reported she has not heard back from Sam Miller/Hanover Boro in regard to taking over the sewer billing. She reporting no other complaints or concerns with sewer matters at this time.

Solid Waste: President Smith asked for clarification on large item pick-ups. Chief Woods clarified 1 large item/week. Chief also advised council that Neiderer's Garbage contract is up

on June, 30th 2021. Solicitor George advised council to place garbage/waste service out for bid, closer to the time. Council members discussed the pros and cons of Boro contracted garbage collection as opposed to residents securing their own garbage hauler. Chief Woods outlined the many residents in arrears where residents not paying the bill are still receiving trash pickup. Solicitor George outlined collection procedures in this case by way of aggressive collection where fees are demanded via letter and discussed several types of liens that can be utilized with penalties ranging from 1.5% to no more than 15%. In other solid waste matters, President Smith reported 5360lbs of electronic recycling was collected.

Solicitor: Solicitor George's only comment was noted above regarding his finding on the option to use SAVES as a meeting location. No other communication at this time.

Treasurer: Open

Public Participation: No public participation noted.

UNFINISHED BUSINESS

Code of Conduct: Code of Conduct was tabled to next meeting.

In addition, President Smith advised Constable John Weiser will be in attendance for all meetings and will be announced during roll call.

NEW BUSINESS

Councilman Dan Colgan requested clarification on how items get on the agenda and what lead time there is for residents to view agenda. President Smith advised the agenda items come from committee reports. Solicitor George also stated the Boro can amend the agenda option after COVID.

President Smith mentioned authorizing of Chief Woods as signer on ACNB accounts. Dan motioned, Joy seconded. All were in favor. No opposed. Same request to authorize Chief Woods on the Boro credit card....all were in favor, no opposed.

Final Public Participation: No public participation noted.

The meeting was adjourned at 7:50pm by motion from Joseph VonSas. Seconded by Dan Colgan.

Respectfully submitted,

Anna Lescalleet

Admin. Asst.