

The Borough Council of Shiremanstown, Pennsylvania held its regular meeting December 12, 2016, at 7:00 P.M. at Borough Hall, One Park Lane, Shiremanstown, Pennsylvania.

COUNCIL MEMBERS PRESENT

Craig Partridge
Gary Gardner
Paul Mumford
J. René Waltz

BOROUGH OFFICIALS PRESENT

Tammie Dailey, Mayor
Andrew Sheely, Solicitor
George W. Lane, Treasurer
Janna Colechio, Secretary

Mr. Partridge called the meeting to order at 7:00 P.M., followed by the Pledge of Allegiance.

MINUTES

On a motion by Mr. Gardner and seconded by Ms. Waltz, the minutes of the November 14, 2016 meeting were approved as written.

TREASURER'S REPORT

The November 2016 Treasurer's Report previously had been distributed to Council. Mr. Gardner made a motion to accept the Treasurer's Report for November 2016 and file it for audit. With a second from Mr. Mumford, the motion passed unanimously.

CITIZEN'S REPORT

Citizens Present:

Jill Dyson	17 Sunfire Avenue, Camp Hill
Dave Dyson	17 Sunfire Avenue, Camp Hill
Rick Fry	222 Walnut Circle

Mrs. Dyson presented to Mr. Partridge a print of the original smoke house which is a part of the property acquired by Bible Baptist Church at 205 West Main Street. She reported that the Center is now up and running, and again, thanked Council for the prompt and professional handling of the various permits and paperwork required in the transition. An invitation was also made to the Council to come tour the facility.

MAYOR'S REPORT

November

Complaints Rec'd	24	Traffic	23
Criminal	3	Non-Traffic	1
Assist. Other Depts.	7	Verbal Warn	5
PD Revenue	\$ 1189.67	Parking Tkts	0
		Written Warn	3

Officer	Hours	Traffic Tickets/Arrest
Stoner	198.0	4
Barnes	198.0	6
Shaughnessy	51.0	0
Cyr	16.5	0
Sadler	5.0	0

Hall	39.5	6
Fiala	0.0	0
McCormick	0.0	0
Montgomery	35.0	4
Shifflet	33.5	3
Kitzmilller	0.0	0
Pellman	9.5	0

Citations for the month included four (4) red light violations, one (1) suspended registration, one (1) driving without insurance, and seventeen (17) speeding.

The non-traffic citation was for disorderly conduct.

PRESIDENT’S REPORT

The Shiremanstown First Church of God has requested a separate meeting before the Zoning Hearing Board. The meeting is to be held on December 13, 2016. With Council’s permission, Mr. Sheely had met with members of the Church to discuss possible limitations that could potentially make the lighted sign more acceptable to the community such as limiting the hours the sign would be lit, no flashing or animated messages, and changing messages on the sign no more than every two to three hours. The Church agreed that the sign would be used only for church activities or emergency announcements. In reviewing the Ordinance for signs, Mr. Sheely noted that it does not address digital signs at all, and churches in general do have a first-amendment right to post information and events. He also suggested that the Zoning-Hearing Board may look to the Council for some direction as this is the first the Ordinance will be tested in a public meeting. Mr. Partridge agreed to attend the meeting on behalf of the Council and requested input from Council members to assure unity. Suggestions from Council included dimming the sign and having the turning the lights off at 8:00 PM to assure privacy in the residential neighborhood surrounding the Church.

Triple Threat Softball Association responded to Mr. Sheely’s letter and indicated a willingness to conform to the Council’s wishes that would allow them to continue use of the field. The Solicitor recommended to Council that rather than a complicated agreement giving the Association exclusive rights to the field for two years, which holds potential liability issues, that the Association provide dates each year by March 1 for Council’s approval. He advised that the field be tailored to age groups appropriate for the size and location of the field, and that Triple Threat be made aware that in the event of any potential conflicts for use of the park and/or field, that their use is secondary to others’ use of the public park; therefore, the Borough will provide conditional approval with a right of refusal if necessary.

Mr. Partridge read Resolution 2016-02 recognizing Ann Simonetti’s retirement after years of service to the CAPCOG. Ms. Waltz made a motion to adopt the Resolution as read. With a second from Mr. Gardner, the motion passed unanimously.

The Zoning Hearing Board for Lower Allen Township will meet on December 15, 2016 to consider the application of William R. Grace for the development of 6.7 acres located at 145 South Locust Street into a development of 18 townhomes and 8 single family dwellings. Mr. Fry indicated that because any development has the potential to affect residents in Shiremanstown that support from the Council would be appreciated particularly regarding the storm water disposal situation

and a proposed sidewalk on the Borough's property that had been included in an earlier plan. Mr. Partridge agreed to attend the meeting to represent the Borough's interests.

SHIREMANSTOWN HISTORICAL SOCIETY

Mrs. Getz provided a proof of the mailer provided by the printer requesting support for the Christmas lighting project. Donations will be made to SHS to purchase with the lights then being presented to the Borough. Change in the initial sentence from "The Shiremanstown Borough and Historical Society are joining together to bring holiday cheer to our community," to "The Shiremanstown Historical Society with consent of the Borough Council..."

REVITALIZATION

There was no report.

PROPERTY & EQUIPMENT

Maintenance issues with the leaf picker and truck have occurred involving a flat tire that is rusted and cannot be removed. Highland Tire of Newville has agreed to come to the Borough and repair the tire if able. If not, it was recommended that L. B. Smith be called.

The roof of the Borough garage sustained damage in a recent wind storm. The Borough's insurance company will be made aware of the loss.

SANITATION

The Borough has been approved to receive funds from the Act 101 recycling grant for \$2,599.00.

Mr. Mumford did reach out to his contact at Advanced Waste, and it was determined the date the current contract ends is March 31, 2017, with an additional one-year extension which the Borough has accepted. He also confirmed that the current contract states unlimited household bags.

PUBLIC SAFETY

Mr. Mumford received a report from the Shiremanstown Fire Department; however, it was received too late for him to review before the meeting. Mr. Partridge requested from Mr. Wright that reports be provided to Mr. Mumford in a timelier manner.

STREETS & PAVEMENTS

The Borough Engineer is to provide a report regarding the request by The Children's Garden for a speed hump in West Courtland Alley.

PARKS AND RECREATION

The Christmas Tree Lighting was held in Memorial Park on Monday, December 5, 2016. West Shore Christian Academy provided a teen choir as musical entertainment. The Secretary was provided meeting dates for 2017 to be advertised.

MECHANICSBURG SCHOOL BOARD

Information regarding the Mechanicsburg School District Property Tax Rebate program and the November 8, 2016 Personnel Report were distributed by Ms. Waltz.

FINANCE AND PERSONNEL

The proposed General Fund budget for 2017 was presented:

Estimated Beginning Balance	\$107,663.00
Revenue	450,600.00
Expenditures	<u>507,925.00</u>
Estimated Ending Balance	<u>\$ 50,338.00</u>

The Highway Fund budget for 2017 was presented:

Estimated Beginning Balance	\$183,612.00
Revenue	43,702.00
Expenditures	<u>117,851.00</u>
Estimated Ending Balance	<u>\$ 109,463.00</u>

The Capital Reserve Fund budget for 2017 was presented:

Estimated Beginning Balance	\$173,411.00
Revenue	250.00
Expenditures	<u>23,821.00</u>
Estimated Ending Balance	<u>\$149,840.00</u>

Upon confirmation that the budget had been posted in the atrium of the Borough Hall since November 9, 2016 for public review, Mr. Partridge read Ordinance 402 establishing the tax rate of 2.0 mills for the for the year 2017. Mr. Mumford made a motion to adopt the Ordinance as presented. With a second from Ms. Waltz, the motion passed unanimously.

The 2017 proposed salary schedule was presented for approval. Mr. Mumford questioned the 6% salary increase. Mayor Dailey clarified that the Borough is currently in an equalizing mode to balance salaries which had been lagging other municipal and many private professional pay levels. Mr. Lane also pointed out that our police work 45 hours per week before overtime can be paid. Ms. Waltz made a motion to adopt the salary schedule as presented. With a second from Mr. Gardner, the motion passed unanimously.

LOCAL EMERGENCY MANAGEMENT

Personal information from Council members was requested for use in the County’s Notification and Resource Manuel. The Borough’s Emergency Operations Plan was previously provided. The Solicitor will review for Council’s consideration and potential adoption.

CODES ENFORCEMENT/ZONING OFFICER

Mr. Partridge assured Council that Mr. Montgomery and Mr. Lechene are working together to provide regular reports for Council's review. Mr. Montgomery is also reviewing the situation of the property located at 417 East Main Street.

SOLICITOR'S REPORT

Noting that the Ordinance establishing two-hour parking restrictions on Main Street Locations had been advertised in *The Sentinel* on December 2, 2016, and that all interested businesses had been included in the Ordinance, Mr. Partridge asked Council to consider the adoption of the Ordinance. Ms. Waltz made a motion to adopt Ordinance 403, and with a second from Mr. Gardner, the Ordinance passed with no objections.

Mr. Sheely reminded Council that the dates for the 2017 meetings of Council and the Borough Planning Commission must be advertised. It was agreed that Council will continue to meet on the second Monday of each month in 2017. The Secretary will contact members of the Planning Commission for the dates they wish to meet and advertise both the Borough Council and Planning Commission meetings for 2017 in *The Carlisle Sentinel*.

The position vacated by W. Grant Tankersly remains unfilled.

Mr. Sheely informed Council that the COG does not have to comply with public bidding requirements set forth for municipalities, which can cause issues at time. Mr. Partridge agreed that when a replacement is named to fill the vacancy on Council, COG representative will be assigned to them.

UNFINISHED BUSINESS

Martin Communications provided email address for each committee chair to separate Borough requests and business from each Council member's personal email. The Mayor provided instructions for logging into the accounts. Mr. Sheely reminded Council that they need to be sensitive to any actions that could trigger a liability issue. It was recommended that an appropriate response be to present any concerns at the Council's public meeting. He also warned that any discussion between Council Members on policies or decisions outside the public meeting could constitute a violation of the Sunshine Act.

NEW BUSINESS

Mr. Lane reminded Council that a motion was needed to make the transfer from the General Fund to the Capital Reserve Fund for \$20,000.00. Ms. Waltz made a motion to authorize the Treasurer to transfer \$20,000.00 from the General Fund to the Capital Reserve Fund. With a second from Mr. Gardner, the motion passed.

ANNOUNCEMENTS

There were no announcements.

Mr. Mumford made a motion to accept the receipts and pay the bills. The motion was seconded by Mr. Gardner and carried.

Ms. Waltz made a motion to adjourn the meeting at 8:16 P.M. With a second from Mr. Gardner, the motion passed unanimously.

SUBMITTED FOR APPROVAL,

Janna E. Colechio
Borough Secretary