

The Borough Council of Shiremanstown, Pennsylvania held its regular monthly meeting February 10, 2020, at 7:10 P.M. at Borough Hall, One Park Lane, Shiremanstown, Pennsylvania.

**COUNCIL MEMBERS PRESENT**

John J. Getz, President  
Gary Gardner  
Lucy Getz  
Matthew Simmons  
W. Grant Tankersly

**BOROUGH OFFICIALS PRESENT**

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

The meeting was called to order at 7:10 P.M. followed by the Pledge of Allegiance.

**MINUTES**

On a motion by Mrs. Getz and seconded by Mr. Gardner, the minutes of the January 2, 2020 Reorganization Meeting were approved as written.

**TREASURER'S REPORT**

The December 2019 Treasurer's Report previously had been distributed to Council. Mr. Lane state that fiscal year 2109 finished ahead of the projected budget by approximately \$14,000.00 (Fourteen Thousand Dollars).

**CITIZEN'S REPORT**

Citizens Present:

Molly Clark	4 East Main Street
Joan Runkle	4 Walnut Street
Bill Runkle	4 Walnut Street

Ms. Clark questioned why Market Street had been made one way south from Main Street to Green Street. Mr. Getz explained Council felt the change was an inevitable step to ensure traffic safety by avoiding any incidents as vehicles cross-cut traffic while making a left turn onto Main. Research continues into various traffic control options which should further enhance safety. When questioned why a traffic signal was not installed, it was explained that the cost of a traffic study and the installation of a traffic light would have been solely the responsibility of the Borough despite Main Street and Railroad Avenue being state-owned roads. The Mayor confirmed that the offices of both Senator Regan and Representative Delozier had confirmed that all associated expenses would be the responsibility of the Borough. Ms. Clarke also questioned why the massage parlor at 6 East Main Street had been closed down. Ms. Alloway explained that construction of a wall had taken place without a permit. Removal of this wall and the need for an inspection of plumbing work completed in the basement are needed to approve occupancy.

Council took a brief pause to recognize George Lane for completion of 35 years of continuous service to the Borough in the role of Borough Treasurer. Mr. Lane was presented with an engraved desk clock and a Certificate of Recognition. Mr. Lane was honored to introduce his wife, Diane Lane, who once served as Council President and his twin sons, Brandon and Stephen who traveled from out-of-state to attend the meeting.

## PRESIDENT'S REPORT

It is necessary for the Council to approve and advertise an Ordinance to repeal Ordinance 178 of 1966, enacting a \$5 (five dollar) per capita tax. Mr. Lane explained that the Borough had not collected the tax since calendar year 2014 when it was determined that the additional cost of collecting the tax negated the collection of the funds. Mr. Simmons made a motion to authorize the Solicitor to draft an Ordinance and advertise it for adoption at the March 2020 meeting of Council. With a second from Mr. Gardner, the motion passed unanimously.

The audit report conducted on the Firemen's Relief Association in November 2019, for the period January 1, 2016 to December 31, 2018 contained five findings of which three were documented as noncompliance with prior audit recommendations, a theft of relief association funds and unauthorized expenditures. Mr. Simmons intends to establish at the fire department meeting on February 12, 2020, that the Borough, along with the Auditor General, are concerned by the number of findings noted and will strongly encourage timely implementation of the recommendations included in the audit. A reminder will be given that the Borough does provide funds to the Fire Department, and it is the Council's responsibility to ensure that all funds are lawfully and appropriately used.

Jason Harshberger provided the requested insurance certificate and practice schedule for the Krunch Fastpitch Softball Team. He affirmed that the team is a 14 and under team, that they will continue to maintain the field as done in 2019, that he does not foresee utilizing the field for any games or tournaments, and that it is understood that use of the field/park is secondary to the Borough events. Mrs. Getz made a motion to approve allowing the Krunch Fastpitch Softball Team use of the field in Memorial Park for 2020. With a second from Mr. Tankersly, the motion passed.

Security of the Borough Building was discussed at length. The security system discussion was tabled until further details for the Ultimate Home System and the Google Nest System were available to adequately compare the features and costs. Outdoor lighting was discussed as a safety and security factor. It was determined that the lights in the parking area of the building as well as lights on the building should be changed to LED lighting. Mr. Gardner made a motion to purchase lighting, not to exceed \$1500 (one thousand five hundred dollars) for installation on and around the Borough Building. With a second from Mr. Tankersly, the motion passed.

Walters Services, Inc. submitted pricing for the portable toilets for Memorial and Manor Parks for the 2020 park season. The ADA unit price is \$145.00 (one hundred forty-five dollars) per month per toilet. Mr. Tankersly made a motion to authorize the Secretary to contract for a portable toilet in Memorial Park and Manor Park effective April 2020. With a second from Mr. Gardner, the motion was passed.

Program guidelines regarding the Cumberland Plans Grant Program has been received from the Director of Planning, Kirk Stoner. The program enables eligible applicants to conduct planning studies, update comprehensive plans and develop ordinances that are consistent with the county comprehensive plan. Eligible activities that may be supported include new or updated comprehensive plans, new or updated zoning ordinances, new or updated subdivision and land development ordinance, new or updated official maps, and planning studies. The possibility of online codification of the Borough's ordinances was discussed as a possible use if acceptable. Mr. Simmons made a motion to authorize Mr. Getz to contact Mr. Stoner for further information on

how the Borough may participate in the program. With a second from Mr. Gardner, the motion passed.

### **COUNCIL OF GOVERNMENTS**

The next meeting will be Monday, February 17, 2020.

### **LOCAL EMERGENCY MANAGEMENT CO-ORDINATOR**

The next workshop will be held at the County on February 22, 2020.

### **EMERGENCY MANAGEMENT/FIRE DEPARTMENT**

The incident report for the period October 1, 2019 through December 31, 2019 was received. The November and December 2019 financial reports from the Shiremanstown Fire Department had not yet been received. The December 2019 Firemen's Relief Association had not yet been received.

### **SOLID WASTE AND RECYCLING**

Mr. Sheely reported that the certificate of liability had been received for 2020. He reminded Council this is the last year of renewal, and that the term will end March 31, 2021 making it necessary to put out bid packages by July or August of 2020.

### **CODES ENFORCEMENT/ZONING OFFICER**

The Zoning Officer's Report for the month of January had been distributed to Council. Four building permits and one sidewalk permit had been issued in January for a total of 613.00 (six hundred thirteen dollars) collected in fees.

Changes have been made to the FEMA flood map with areas previously removed from the flood plain now being moved to the Moderate-risk area making flood insurance optional but recommended by FEMA. Although flood insurance is no longer federally required, mortgage lenders can still require it. Mr. Gardner made a motion to authorize Ms. Alloway to send a letter to all affected residents advising them of the change and its significance. With a second from Mrs. Getz, the motion passed unanimously.

### **MAINTENANCE AND BOROUGH GROUNDS**

The three parcels at One Park Lane currently on separate deeds will be easier to combine if they are contiguous properties which would not require a re-subdivision plan. Mr. Sheely will begin the title search process on the properties.

Dates for street sweeping in the Borough have been set for April 6 and 7, 2020 and October 5 and 6, 2020.

Playground mulch will be ordered by Mr. Bretz for delivery in early June to both Memorial and Manor Parks.

Due to recent blockage issues, signs will be installed in the Borough bathrooms stating toilet tissue and natural waste only, not disposable wipes, paper towels, trash or feminine products may be flushed.

## STREETS AND PAVEMENTS

Mr. Gardner has received various e-mails recently concerning traffic around the community including a survey of the I-81 Improvement Strategy; the NBIS Bridge Inspection and Annual Notification which does not directly affect the Borough; and a request for the 2020 paving list for the Borough from UGI Utilities, Inc.

The issue at 3 West Green Street now lies between the PA American Water Company and the contractor for the property owner. The Borough has completed its portion of the work.

Mrs. Getz stated that Mr. Lenker will be re-evaluating the alleys to prioritize paving projects for 2020.

## MECHANICSBURG SCHOOL BOARD

There was no report.

## PARKS AND RECREATION

Mr. Tankersly had nothing new to report.

Mrs. Getz recently painted the Borough kitchen and found several items that apparently belong to the Recreation Committee. She asked that these cabinets be cleared, so deep cleaning of the cabinets can be completed.

## MAIN STREET CORRIDOR

Mrs. Getz has been researching signs that can be used for various Borough functions and activities that would be of a superior construction quality with improved visibility. Dates could easily be changed for the different events. Detailed information and pictures will be available for Council to review at the March Council meeting.

Cumberland County 2020 Household Hazardous Waste Disposal Program has been set for Saturday, April 4, 2020; Thursday, June 18, 2020; Saturday, August 15, 2020; and Thursday, October 15, 2020 at the County Recycling Center located at 1001 Claremont Road. The Secretary will provide the information to be added to the Borough's website. Further information can be obtained by visiting [www.ccpa.net/3499/2019-HHW-Drop-Off-Program](http://www.ccpa.net/3499/2019-HHW-Drop-Off-Program).

Recently, it has been learned that the Salvation Army is accepting television sets.

## MAYOR'S REPORT

### **December 2019**

Complaints Rec'd	40	Traffic	1
Criminal	1	Non-Traffic	2
Assist. Other Depts.	10	Verbal Warn	2
PD Revenue	\$ 735.03	Parking Tkts	2
		Written Warn	1

<b>Officer</b>	<b>Hours</b>	<b>Traffic Tickets/Arrests</b>
Stoner	198.0	0
Montgomery	198.0	0

Shaughnessy	60.0		0
Holley	27.0	0	
Hutcheson	96.0	0	
Hall	54.5		1
Pidcock	38.0		0
Shifflet	1.5		0
Kitzmilller	0.0	0	

Citations for the month included 1 (one) for expired registration.

<b>January</b>			
Complaints Rec'd	36	Traffic	9
Criminal	1	Non-Traffic	0
Assist. Other Depts.	12	Verbal Warn	1
PD Revenue	\$ 562.91	Parking Tkts	2
		Written Warn	6

Officer	Hours	Traffic Tickets/Arrests	
Stoner	207.0	0	
Montgomery	207.0		9
Shaughnessy	51.0		0
Holley	20.0	0	
Hutcheson	27.0	0	
Hall	12.0		0
Pidcock	18.0		0
Shifflet	2.0		0
Kitzmilller	9.0	0	

Citations for the month included 5 (five) for expired inspection, 1 (one) for expired registration, 1 (one) for driving without insurance, and 2 (two) summary offenses.

### SOLICITOR'S REPORT

The Solicitor read an article stating that the Mechanicsburg School District is ready to initiate a "next step" to resolve an apparent misunderstanding about the Mechanicsburg Area Joint Recreation Committee Agreement that occurred between the District and Upper Allen Township last fall. The Secretary was advised to contact Mr. Longwell to indicate the Borough's willingness to participate in future discussions between the District and Upper Allen Township.

The Solicitor reminded Council that it is their responsibility to appoint an interested citizen to the vacancy currently on Council.

### OLD BUSINESS

Chief Stoner, President Getz, and the Secretary will be receiving training on the CivicPlus system in the near future.

### NEW BUSINESS

The Secretary was authorized to begin coordinating plans for National Night Out on Tuesday, August 4, 2020.

A Statement of Financial Interests was distributed to each member of Council. The form is to be filed with the Borough no later than May 1, 2020.

Mrs. Getz requested two chairs be ordered at a cost of no more than \$120 (one hundred twenty dollars) for the Zoning Office. Mr. Simmons made a motion to authorize the Secretary to order two chairs for the Zoning Office at a cost not to exceed \$120 (one hundred twenty dollars). With a second from Mr. Gardner, the motion passed.

### **ANNOUNCEMENTS**

Refreshments were available as part of the tribute to Mr. Lane.

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

Mr. Simmons made a motion to adjourn the meeting at 8:29 P.M. With a second from Mr. Gardner, the motion passed unanimously.

SUBMITTED FOR APPROVAL,

Janna E. Colechio  
Borough Secretary