

The Borough Council of Shiremanstown, Pennsylvania held an abbreviated regular monthly meeting due to the restrictions of COVID-19 December 14, 2020, at 7:00 P.M. at Borough Hall, One Park Lane, Shiremanstown, Pennsylvania.

COUNCIL MEMBERS PRESENT

John J. Getz, President*
Gary Gardner*
Lucy Getz*
Matthew Simmons*

BOROUGH OFFICIALS PRESENT

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

The meeting was called to order at 7:00 P.M. followed by the Pledge of Allegiance.

MINUTES

On a motion by Mr. Gardner and seconded by Mr. Simmons, the minutes of the November 9, 2020 Council Meeting were approved as written.

TREASURER'S REPORT

The Treasurer's Report for the month of November 2020 previously had been distributed to Council. Mr. Lane had nothing to add to the written report. Mrs. Getz made a motion to accept the Treasurer's Report for November 2020 and file it for audit. With a second from Mr. Gardner, the motion passed unanimously.

CITIZEN'S REPORT

There were no Citizens present.

PRESIDENT'S REPORT

The proposed 2021 budget was reviewed by Council. No changes were recommended by Council. Mrs. Getz made a motion to adopt the proposed 2021 budget as presented. With a second from Mr. Gardner, the motion passed unanimously.

Estimated Beginning Balance	\$ 103,067.00
Revenue	492,350.00
Expenditures	<u>544,675.00</u>
Estimated Ending Balance	<u>\$ 50,740.00</u>

The Highway Fund budget for 2021 was presented:

Estimated Beginning Balance	\$343,718.00
Revenue	41,406.00
Expenditures	<u>127,275.00</u>
Estimated Ending Balance	<u>\$ 257,849.00</u>

The Capital Reserve Fund budget for 2021 was presented:

Estimated Beginning Balance	\$222,653.00
Revenue	500.00
Expenditures	<u>84,030.00</u>
Estimated Ending Balance	<u>\$139,123.00</u>

Ordinance 413 enacting the 2021 tax rate at 2.2 mills was reviewed, with no questions regarding the Ordinance by the Council. Mr. Simmons made a motion to adopt the Ordinance establishing the tax rate for the year 2021 at 2.2 mills. With a second from Mrs. Getz, the motion passed unanimously.

The Cable Franchise Renewal Agreement between Verizon and the Borough of Shiremanstown as negotiated through COG by the Cohen Law Group was considered. Mr. Gardner made a motion to adopt the Agreement as presented. With a second from Mr. Simmons, the motion passed unanimously. Resolution 2020-04 authorizing execution of a cable franchise agreement between the Borough of Shiremanstown and Verizon Pennsylvania was reviewed. Mrs. Getz made a motion to adopt the Resolution. With a second from Mr. Gardner, the Resolution was adopted.

With the merger of Advanced Disposal and Waste Management, an extended service period to the Borough was offered for the period April 1, 2021 until March 31, 2022. During the extension the terms, conditions and pricing will remain the same as the initial contract price. However, due to economic impacts with recycling and disposal, it is not feasible to continue the contract beyond this time frame. The Borough was given notification, as required in the contract, the contract must be placed out to bid for an April 1, 2022 start up. With no increase since 2018 and the recycling costs increasing, the Solicitor advised Council to explore options and investigate the needs of the Borough based on its population. Mrs. Getz made a motion to authorize the Solicitor to accept the terms as presented. Mr. Gardner seconded the motion, which passed unanimously.

Council discussed the reimbursement/payment of Pennsylvania Child Abuse Clearances. It was determined that background checks are mutually beneficial for the Borough and Council as well as volunteers who have routine interaction with children during fulfillment of their roles. Mr. Simmons made a motion to direct the Secretary to research and to clarify which clearances are needed. She may then either submit payments on behalf of applicants, or they may complete paperwork with the Secretary and payment may be made using the Borough credit card. With a second from Mr. Gardner, the motion was approved.

Mrs. Getz made a motion to authorize the Secretary to advertise the Council Meetings for 2021 for the second Monday of each month commencing January 11, 2021 through December 13, 2021 beginning at 7:00 PM in the Borough Hall. With a second from Mr. Simmons, the motion was approved.

Mr. Gardner made a motion to authorize the Secretary to advertise meetings for the Planning Commission and the Recreation Board for 2021 in accordance with their existing schedules. With a second from Mrs. Getz, the motion was approved. It was agreed that Mr. Getz, Mr. Sheely, and Mr. Lane meet with the appropriate officials from Lower Allen Township to identify issues and matters regarding the

Borough's needs for EMS services. Mr. Gardner made a motion to have Mr. Getz arrange either a zoom or in-person meeting to resolve any discrepancies either the Township or the Borough may find in a future agreement. With a second from Mrs. Getz, the motion passed unanimously.

Phillip Brath, the Borough Engineer continues to work with PennDOT to have the intersection at Main Street and Railroad Avenue repaired.

MAYOR'S REPORT

November

Complaints Rec'd	31	Traffic	11
Criminal	1	Non-Traffic	1
Assist. Other Depts.	10	Verbal Warn	2
PD Revenue	\$ 472.22	Parking Tkts	0
		Written Warn	2

Officer	Hours	Traffic Tickets/Arrests
Stoner	189.0	3
Montgomery	189.0	8
Shaughnessy	56.0	0
Holley	9.0	0
Hutcheson	9.0	0
Hall	19.0	0
Pidcock	29.0	0
Shifflet	0.0	0
Kitzmilller	6.0	0

Traffic citations included 8 (eight) for speeding, 1 (one) failure to stop at a STOP sign, and 2(two) summary offenses. Non-traffic citations included 1 (one) Failure to Pay a Parking Ticket.

CODES ENFORCEMENT/ZONING OFFICER

The Zoning Officer's Report for the month of November had previously been distributed to Council. Nine building permits, one zoning permit, and two sidewalk permits had been issued in November for a total of \$815.50 (eight hundred fifteen dollars and fifty cents) collected in fees.

OLD BUSINESS

Mr. Simmons continues to negotiate with the trash service regarding the disputed invoice. The Treasurer was advised not to pay the invoice until an agreement had been reached.

NEW BUSINESS

With the first significant snowfall of the season expected this week, the Mayor announced she would announce a snow emergency and work with Mr. Bretz and the road crew to ensure roads are cleared and kept safe.

Mr. Getz announced that Gary L. Rhoads has been hired as a Level 2 Maintenance worker stating that he has an impressive resume which includes considerable experience in plowing snow. New hire paperwork should be given to Mr. Bretz for Mr. Rhoads reporting day.

A note of thanks from Michael Seifried regarding leaf collection was received. Mr. Seifried commended Mr. Bretz and his team for providing regular and efficient service.

Mr. Lane reported that the financial reports for the Shiremanstown Fire Department and FRA for 2021 had been given to him at the November meeting. Mr. Gardner made a motion to authorize the Treasurer to pay the \$8,500 (eight thousand five hundred dollars) budgeted for the Fire Company. With a second from Mr. Simmons, the motion passed unanimously.

Mr. Lane requested authorization to transfer \$30,000 (thirty thousand dollars and no cents) from the General Fund into the Capital Reserve fund prior to the end of the fiscal year. Mrs. Getz made a motion to authorize the Treasurer to transfer the funds prior to the end of the year. With a second from Mr. Gardner, the motion passed unanimously.

Mr. Lane explained that an ordinance must be adopted agreeing that the Pennsylvania Municipal Retirement System shall administer and provide the benefits set forth in the agreement between the Borough and PMRS. Mr. Simmons made a motion to authorize the Solicitor to advertise the ordinance as provided for adoption at the January 2021 meeting. With a second from Mr. Gardner, the motion was approved.

Resolution 2020-05 waiving the Required Member Contributions to the Pennsylvania Municipal Retirement System was reviewed. Mr. Lane explained typically officers are required to contribute 5%; however, the Borough's plan is currently over-funded and the contribution rate must be dropped. Mr. Simmons made a motion to adopt Resolution 2020-05. With a second from Mr. Gardner, the motion passed unanimously.

Mr. Lane requested approval of the 2021 Salary Schedule, which includes a 4% increase for Borough employees. Mr. Simmons made a motion to adopt the 2021 Salary Schedule. Mrs. Getz seconded the motion, which passed unanimously.

Mrs. Getz noted that the holiday lights have been installed. There were several power boxes placed too high for Mr. Bretz to reach, so PPL will be contacted and requested to make them consistent with the other power boxes.

Mrs. Getz 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 7:39 P.M. With a second from Mr. Gardner, the motion passed unanimously.

SUBMITTED FOR APPROVAL,

Janna E. Colechio
Borough Secretary