The Borough Council of Shiremanstown, Pennsylvania held its regular monthly meeting January 8, 2024, at 7:00 P.M. at Borough Hall, One Park Lane, Shiremanstown, Pennsylvania.

**COUNCIL MEMBERS PRESENT** **BOROUGH OFFICIALS PRESENT**

John Getz Tammie G. Dailey, Mayor

Lucy Getz Andrew Sheely, Esq., Solicitor

Anna Harris George Lane, CPA, Treasurer

Bryan Homer Janna Colechio, Secretary

Stevie Krpata

Carol Mullen-O’Leary

Cindy Watson

**MINUTES**

On a motion by Dr. Mullen-O-Leary and seconded by Mrs. Krpata, the minutes of the December 11, 2023, Council Meeting were approved as written.

On a motion by Mrs. Getz and seconded by Dr. Mullen O’Leary, the minutes of the Organization Meeting of Council held January 2, 2024, were approved as written.

**TREASURER’S REPORT**

The Treasurer’s Report for the month of December 2023 was not available due to the timing of the Council Meeting.

**CITIZEN’S REPORT**

CITIZENS PRESENT ADDRESS

 Kathy Kandrot 117 West Main Street

 Dave Dyson Bible Baptist Church

 Kari DeMaria Recreation Committee

 Joan Runkle Shiremanstown Historical Society

 Michela Smith Shiremanstown Fire Department

Ms. Kandrot had several concerns regarding parking and snow removal. She asserted that the fire hydrant near her home had been moved and the yellow lines repainted. Without realizing the change, she parked where she had for fifty-two years putting her past the yellow curb. Consequently, for the first time in her residency in the Borough, she received a parking ticket. Pointing out that this was a police issue and not a matter that the Council could override, Mr. Getz directed her to speak either with the Mayor, Chief Stoner or the officer who had issued the citation. Her second concern involved a neighbor with a truck with a snowplow. She reported that he clears his spot using the plow leaving a large amount of snow above her parking area. When snow melts and refreezes, it makes it difficult for her to move her car from its spot due to the melting snow refreezing around her car. She feels this is a hazard to the public. Mr. Getz explained that it is illegal to plow snow out onto the public streets and suggested she speak with the driver of the truck with the plow to resolve the issue. He further reminded Ms. Kandrot that the streets are public, and anyone may park in available spaces. Her final concern was a six-foot fence installed onto the porch separating her and her neighbor in a duplex home. Mrs. Alloway advised that a permit had been secured for this fence, and under the Borough’s code, there was no reason for it to be denied. Ms. Kandrot asserted that this was done to spite the Kandrot family, and the neighbor constantly harasses her son by eavesdropping on conversations on the opposite side of the fence, and then accusing him of various misdeeds. Mr. Getz advised that since the fence is in place legally, any further problems with the neighbor would either be a police matter or a civil matter. The Council is not able to make a judgment for either Mr. Kandrot or the neighbor.

Mrs. Runkle announced that the Shiremanstown Historical Society, who have had the use of River Rock Academy for their museum and storage of artifacts since its inception, had recently been notified that as of May 2024, their belongings will need to be removed from their facility. She asked if anyone on the Council or in the public would know of a space that may be available for the SHS to use, particularly, as the Borough prepares to celebrate its Sesquicentennial, to please make her aware.

Ms. Smith introduced herself as the recently appointed treasurer for the Shiremanstown Fire Department.

**PRESIDENT’S REPORT**

Mr. Getz updated the Council on the Borough garage plans. The plans are currently in the final stages. There are multiple things going on. The first issue being the property where the building will be located did not perk. Therefore, a drain field needs to be put in for drainage. Though this is reasonably expensive, it will be able to be covered with black top rather than pervious blocks which are more expensive and require additional maintenance. A drawing of the proposed building is not yet available. Mr. Getz explained that there are a couple items that require Council’s attention to keep the plans progressing. These items are in no way to be considered a commitment to anything but to continue the process. The Committee involves four representatives of the Council, including Mr. Getz, Mrs. Getz, Dr. Mullen-O’Leary, and Mayor Dailey. The entire Council needs to approve the current plan so that it can proceed to the bid process. Mr. Getz gave a detailed description of the building for the benefit of new members who may not have been aware of the plans. There will be a pre-bid site visit on February 22, 2024. Bids will be accepted until March 6, 2024, at 4:00 PM. Mr. Homer made a motion to approve the plans for the bid process. With a second from Dr. Mullen-O’Leary, the motion passed. Mr. Brath explained to Mr. Getz that there are environmental studies, etc., which are all included in the designs as proposed which would include additional time and expense. Mr. Brath advised these do not have to be done; however, Council must vote on that option. Mrs. Harris made a motion to waive the studies process as proposed by the Borough Engineer. With a second from Mrs. Getz, the motion carried. The final approval needed to continue is a motion to advertise the project for bid. Dr. Mullen-O’Leary made a motion to authorize the bid process. With a second from Mrs. Krpata, the motion was approved.

The Sesquicentennial Committee will meet on January 17, 2024, at the Borough Hall at 6:00 P.M. The cookbook has been published and is available for $15 per book. The committee will accept cash, check, and credit cards.

The Secretary explained that the Borough’s website has become outdated and had discussed the matter with the web developer. Ms. Cawley has agreed to revamp and update the website for a one-time fee of $500.00 (five hundred dollars). The monthly charge will remain the same as it has been for the last two years. Upon the Council’s approval, Ms. Cawley will begin work on the new website while maintaining the current site until the Council has an opportunity to review and approve any changes. Ms. Watson made a motion to approve the updating of the Borough’s website at a cost of $ 500.00 (five hundred dollars). With a second from Mrs. Harris, the motion was passed unanimously.

With multiple concerns regarding safety and traffic, Mr. Getz announced that it would be beneficial to create a Traffic Committee and requested a volunteer committee. Mr. Homer, Mrs. Krpata, and Mr. Getz will serve as the Traffic Committee for the Borough.

**MAINTENANCE AND BOROUGH GROUNDS**

Maintenance Supervisor, Mark Rosnick, has questioned what ordinance oversees the removal of trash bins following pick-up by Waste Management. Mrs. Alloway reported that the Planning Commission is updating the ordinance. As it is currently written, it states that bins may not be placed out for pick-up more that 48 (forty-eight) hours prior to collection; however, there is nothing included in the ordinance stating how long the bins may remain on sidewalks following collection. Those leaving empty bins on the Borough streets during a snow emergency should be directed to the attention of the Shiremanstown Police Department.

**MECHANICSBURG SCHOOL BOARD**

Because the School Board does not meet until Tuesday, January 9, 2024, Mrs. Krpata had no report.

**SOLID WASTE**

Dr. Mullen-O’Leary reported that no complaints had been received.

**CODES ENFORCEMENT/ZONING OFFICER**

The Zoning Officer’s Report for the month of December 2023 had previously been distributed to the Council. Six building permits and one zoning permit had been issued for a total of $2,392.50 (two thousand three hundred ninety-two dollars and fifty cents) collected in fees.

Mrs. Alloway reported that there are vacancies on the Planning Commission and is awaiting confirmation that Mr. Simpson has accepted his position on the Zoning-Hearing Board. She thanked the Secretary for having the vacancy announcement posted each week on the Borough’s website and Facebook page.

A complaint of a pig in the backyard and occasionally in the front yard at 20 West Green Street was received. Ms. Alloway stated that per the Solicitor’s email, she was advised that pigs are domesticated, and a pet may fall under the ADA laws which allow pets everywhere.

**STREETS AND PAVEMENTS**

The street signs posting the hours of restricted traffic during school hours on West Vine Street are available. Mr. Sheely was authorized to draft an ordinance so that the signs can be placed as soon as weather conditions permit, and the police may enforce the conditions as stated.

Mr. Homer will measure the distance on West Vince for the flashing lights.

**PUBLIC SAFETY**

Ms. Watson was introduced to Michela as the new Treasurer for the Shiremanstown Fire Department. Mr. Wright has been communicating with the Auditor General and communicating in good faith steps to resolve the 11 (eleven) findings in the most recent audit of the Firemen’s Relief Association.

Ms. Watson will be speaking with the representative from ReGroup to ask questions concerning their program and consider if the $2,500 (two thousand five hundred dollars) annual fee is worth the 51 subscribers currently on the old system.

**LOCAL EMERGENCY MANAGEMENT**

The meeting of local emergency management coordinators is being held at the same time as the Borough Council in January, posing a conflict for Ms. Watson. She is hopeful that this is a rare occurrence.

**PARKS AND RECREATION**

Mrs. Harris reviewed her request that gravel be placed between the parking area and the grass in the lower park area.

The Committee would like to purchase new swings for the parks. Investigating the costs for 8 (eight) swings, Mrs. Harris reported a range from $500 (five hundred dollars) for swings holding up to 450 (four hundred fifty pounds) on Amazon to $4,000 (four thousand dollars) from a parks company. Mr. Sheely recommended that Mrs. Harris contact the Borough’s insurance agent to check if there is a preferred swing and/or supplier.

Mayor Dailey reported that she and Mary deCoen had been working with Mr. Tankersly in securing a grant that would include equipment for physically disabled children as well as the replacement of unacceptable swings. Mrs. Harris replied that while she had heard of the possibility of this grant, there had been no movement in securing it as it must go through an approved 501c3 and not the local government entity. The Fire Department originally agreed to sponsor the application for this grant; however, with their own financial difficulties recently, this did not seem probable. Mrs. Runkle reported that when she had presented the idea to her Board, there were many stipulations that the Board was not comfortable providing.

A picture of dead tree branches that hang over Manor Park will be provided to Mr. Rosnick with the offending branches being circled. These branches must be cut back until they no longer are a threat to the children playing in the Park or waiting at the school bus stop.

**MAIN STREET**

Mrs. Getz reported that despite a second attempt, she continues to wait for a response on repairs to the town clock on Main Street.

To date, there have been no responses from Mechanicsburg School District, West Shore Christian Academy, or River Rock Academy participating in a contest for street banners celebrating the Sesquicentennial.

**MAYOR’S REPORT**

**December**

Complaints Rec’d 30 Traffic 35

Criminal 1 Non-Traffic 1

Assist. Other Depts. 9 Verbal Warn 2

PD Revenue $ 1,305.75 Parking Tkts 1

Written Warn 16

**Officer Hours Traffic Tickets/Arrests**

Stoner 188.0 2

Montgomery 188.0 17

Shaughnessy 26.5 0

Yeager 18.0 0

McCoy 33.0 0

Hall 37.5 0

McMillen 13.5 0

Gelnett 100.0 16

Traffic citations for the month included 21 (twenty-one) for speeding, 5 (five) school bus violations, 4 (four) driving with no inspection, 1 (one) for a tinted license plate, 1 (one) failure to obey traffic control devices, 1 (one) illegal passing, and 1 (one) summary offence. The non-traffic citation was for public drunkenness .

**SOLICITOR’S REPORT**

Mr. Sheely reminded the Council of the need for a Vacancy Board Chairman and additional members for the Planning Commission.

**OLD BUSINESS**

Updates on security measures for the Borough Hall were discussed. The scope of work provided by FCI Technologies Group based in Harrisburg for the installation of inside and outside cameras was reviewed. To install and tie the cameras to a server in the Police Department would cost $3,825 (three thousand eight hundred twenty-five dollars). Following discussion on the placement of cameras, Dr. Mullen-O’Leary made a motion to engage FCI Technologies Group to install the cameras in and outside the Borough Hall. With a second from Mr. Homer, the motion carried. Mr. Getz pointed out that an automatic door closure had been received and will be installed on the police office door later in the week. Concerns regarding lighting in Memorial Park will be addressed when a second replacement bulb is received and backhoe is received and will be installed by the Maintenance Department.

The Mayor announced that her decision to initiate a snow emergency is usually based on neighboring municipalities, such as Lower Allen Township or Mechanicsburg Borough, also calling a snow emergency. She then alerts local news stations of the emergency status. If any of the Council members or Road Crew feel the need for an emergency status to be called, she welcomed their input during future snow events.

Mrs. Dailey reported that she was willing to represent the Borough’s Parks and Recreation Committee on a joint recreation committee between Mechanicsburg Borough, Upper Allen and Lower Allen Townships. Mr. Lane explained that Shiremanstown is currently a member of the Mechanicsburg Area Parks and Recreation Joint Recreation Committee which includes Mechanicsburg Area School District, Upper Allen Township, the Borough of Mechanicsburg, and Shiremanstown Borough. Lower Allen is a part of the West Shore Recreation Commission which also includes Fairview Township, Goldsboro Borough, Lemoyne Borough, Lewisberry Borough, and New Cumberland Borough.

Discussion regarding notifying residents of the millage increase from 2.2 to 2.5 mills in 2024 was necessary. The Solicitor noted that Cumberland County posts all millage rates on their website <https://www.cumberlandcountypa.gov/DocumentCenter> and citizens may review all real estate, per capita, occupation and residency tax rates. Mr. Sheely also explained that Shiremanstown Borough has been very fortunate to maintain a long history of autonomy and warned the Council of situations that Newville Borough is now facing due to their inability to manage their fiscal affairs, or one such as West Fairview Borough who needed to merge and become of part of East Pennsboro Township in the past.. The Borough does not have a huge tax base and it does affect residents in small municipalities due to the lack of industry. He applauded those serving and contributing of their time and efforts stating If the Council wants to maintain this autonomy, this is one way to do so.

**NEW BUSINESS**

Mr. Lane explained it is required to pass a resolution to waive employee contributions for the Police Pension Plan in 2024 because the fund is currently over-funded. Ms. Watson made a motion to waive employee contributions for the Police Pension Plan in 2024. With a second from Dr. Mullen-O’Leary, the motion carried.

Mr. Lane reminded the Council at the Reorganization meeting on January 2, 2024, he had advised them that ADD Accounting was no longer interested in performing the annual audit of the Borough’s finances. Two other firms have provided quotes for this mandatory audit, Smith Elliott Kearns & Company, LLC (SEK) provided an estimate for $9,750 (nine thousand, seven hundred fifty dollars) and Hamilton & Musser, PC quoted a cost of $7, 500 (seven thousand five hundred dollars). Based on previous audits, Mr. Lane had reserved $4,000 (four thousand dollars) for the annual audit. Dr. Mullen-O’Leary made a motion to appoint Hamilton & Musser, PC to perform the 2023 audit. With a second from Mrs. Harris, the motion passed unanimously.

Mrs. Krpata made a motion to accept the receipts and pay the bills. The motion was seconded by Dr. Mullen-O’Leary and passed unanimously.

Mrs. Krpata made a motion to adjourn the meeting at 8:37 P.M. With a second from Dr. Mullen-O’Leary, the motion passed unanimously.

SUBMITTED FOR APPROVAL,

 Janna E. Colechio

Borough Secretary