

The Borough Council of Shiremanstown, Pennsylvania held its regular monthly meeting on November 11, 2024, at 7:00 P.M. at Borough Hall, One Park Lane, Shiremanstown, Pennsylvania.

COUNCIL MEMBERS PRESENT

John Getz
Lucy Getz
Anna Harris
Bryan Homer
Stevie Krpata
Carol Mullen-O’Leary
Cindy Watson

BOROUGH OFFICIALS PRESENT

Andrew Sheely, Solicitor
George W. Lane, CPA, Treasurer
Janna Colechio, Secretary

MINUTES

On a motion by Mrs. Getz and seconded by Dr. Mullen-O’Leary, the minutes of the October 14, 2024, Council Meeting were approved as written.

On a motion by Mrs. Harris and seconded by Ms. Watson, the minutes of the November 21, 2024, Council Meeting were approved as written.

TREASURER’S REPORT

The Treasurer’s Report for the month of October 2024 was previously submitted for the Council’s review. Mrs. Getz made a motion to accept the Treasurer’s Report for October 2024 and file it for audit. With a second from Mrs. Harris, the motion passed unanimously.

Mr. Lane brought to the attention of the Council a resolution to waive the employee contribution to the Police Pension Plan for 2025. He explained in years past that the resolution was proposed at the first meeting of each calendar year; however, recent changes require the waiver be done along with the budget ahead of the fiscal year. Dr. Mullen-O’Leary questioned the implications of this practice considering the Borough’s budget shortfalls and the need for financial prudence, particularly bearing in mind that everywhere else employees are required to contribute to their pension plan. Mr. Lane explained the plan has been overfunded because years ago money had been allocated by the State specifically for the Police Pension Fund. Because the funds have been invested, and the Borough is in a position where police members had not drawn a pension because they deceased shortly after retiring neither the Borough nor the employees have had to contribute to the fund. Mr. Lane reiterated that the funds had been earmarked for the Police Pension Fund when received with neither the Borough nor the Police having been required to contribute, and the fund is in a substantially good position. Mr. Homer expressed that he felt it a good benefit for the Borough to be able to offer, particularly if additional full-time officers were ever added to the force. Dr. Mullen-O’Leary asked that her objection be withdrawn. Ms. Watson made a motion to approve the resolution to waive the employee contribution to the Police Pension Plan for 2025. With a second from Mrs. Getz, the motion passed.

CITIZEN'S REPORT

CITIZENS PRESENT

Dave Dyson
Judy Souleret
Veronica O'Leary

ADDRESS

Bible Baptist Church
33 W. Green Street
15 N. Stoner Avenue

Ms. O'Leary had come to the meeting to ask questions of Mr. Stoner regarding making it more pedestrian friendly between the Borough and surrounding municipalities as the Council consider a bike lane through several local municipalities. It was explained that Mr. Stoner had been expected at the meeting; however, after publication of the Agenda, it was learned he would not be able to attend until the December meeting.

PRESIDENT'S REPORT

Mrs. Souleret gave a presentation on the progress of the Joseph T. Simpson Public Library during the year 2024 summarizing the success of the summer reading program GO (Go Outside) Cumberland. She updated the Council on the renovation progress of the old Agway building on West Allen Street, which upon completion will provide the Friends of the Library with a permanent home for their book sale fundraisers. Thanking the Council for their continued financial support, she reminded them that a representative from the Borough is needed on the Board of the Library.

As previously discussed, Mrs. Getz has investigated the possibility of an additional grant to potentially assist the Borough in receiving state funding for the cost of purchasing a new leaf collection system. The grant is for the Local Share Account Fund, and there are no matching fund requirements. Applications for the grant require a \$100 application fee per submission. The grant application due date is due by November 30, 2024. Dr. Mullen-O'Leary made a motion to approve the \$100 fee for submission of the grant application. With a second from Mrs. Krpata, the motion passed unanimously.

Codification Fees was the first item under updates from the October 21, 2024, meeting. The Secretary had previously provided a copy of the email showing various types of ongoing costs once the Codification Project is completed. A spreadsheet showing the three types of functionality, Lite (\$695 annually), Standard (\$995 annually), and Premium (\$1,105 annually). It was confirmed that following the initial codification, it is recommended an annual schedule to codify continue and costs are determined by the size and number of additional ordinances passed. Mr. Lane confirmed that the initial payment for the first of three years had been included in the proposed budget reviewed earlier at the Budget Workshop. Mrs. Krpata made a motion to approve the codification of the ordinances through General Codes. Mrs. Getz seconded the motion. Dr. Mullen-O'Leary voted nay. The motion passed by a majority vote.

Dr. Mullen-O'Leary presented a proposal for expanding the business areas of the Borough to encourage small businesses to invest in the Borough. The council reviewed proposed

changes to zoning regulations to encourage small businesses in residential areas. There was a debate about the potential impact of these changes on the community, with concerns about maintaining the character of neighborhoods while promoting economic development. Dr. Mullen-O’Leary recommended members of the Council review the map and her recommended changes to continue consideration at the December meeting of Council.

PROPOSED 2025 BUDGET

The proposed 2025 budget was reviewed by Council.

Estimated Beginning Balance	\$116,861.00
Revenue	643,350.00
Expenditures	<u>688,425.00</u>
Estimated Ending Balance	<u>\$ 71,786.00</u>

The Highway Fund budget for 2025 was presented:

Estimated Beginning Balance	\$540,239.00
Revenue	54,012.00
Expenditures	<u>315,000.00</u>
Estimated Ending Balance	<u>\$ 279,251.00</u>

The Capital Reserve Fund budget for 2025 was presented:

Estimated Beginning Balance	\$240,300.00
Revenue	1,200.00
Expenditures	<u>140,530.00</u>
Estimated Ending Balance	<u>\$100,970.00</u>

Dr. Mullen-O’Leary questioned if budget line items could be changed prior to final adoption of the budget at the December meeting. Mr. Lane explained that the budget before the Council now was the proposed tentative budget. Upon the Council’s agreement, line items may be changed at the December meeting. Mr. Getz explained the contribution to the SFD would increase from \$8,500 to \$10,000. Chief McCutcheon emphasized the average spending for 2023 plus the fire company expenses far exceeded that amount. Mr. Getz pointed out that the Council did not have these calculations, and Mr. McCutcheon reported that it had just been done the night before. Dr. Mullen O’Leary confirmed that the fire Chief had given her a copy of his calculations after the meeting had started; however, no total was included. The Secretary made copies for all the Council. Because most of the Council had questions regarding the report, Fire Chief McCutcheon agreed to provide whatever documentation was required. As the Borough’s financial officer, Mr. Lane specifically asked that the previous three years and the year-to-date financial reports, including balance sheets, income statements, and ledgers be provided in a timely manner for the December meeting. Mr. Getz reiterated that all the financial statements requested be provided to the Treasurer in a timely manner before any additional increase for the fire department is considered.

The proposed budget requires an increase in taxes from the current 2.5 mills to 2.85 mills for the year 2025. Mrs. Getz made a motion to adopt the proposed budget for 2025 as presented. With a second from Dr. Mullen-O’Leary, the motion passed unanimously.

Dr. Mullen-O’Leary made a motion to adopt the proposed 2.85 mills rate for 2025. With a second from Mrs. Harris, the motion passed unanimously.

Mrs. Getz made a motion to authorize the advertisement of the 2025 millage rate. With a second from Ms. Watson, the motion was approved.

MAYOR’S REPORT

October

Complaints Rec’d	32	Traffic	13
Criminal	2	Non-Traffic	7
Assist. Other Depts.	3	Verbal Warn	2
Traffic Accidents	0	Parking Tkts	15
PD Revenue	\$ 710.96	Written Warn	1
		Faulty Equipmt.	3

Officer	Hours	Traffic Tickets/Arrests
Stoner	207.00	1
Montgomery	207.00	9
Shaughnessy	17.0	0
McCoy	35.50	3
Hall	25.00	0
Rine	84.00	0
McMillen	24.50	0
Gelnett	18.00	0

Traffic citations for the month included:

- 5 for speeding
- 3 for school bus violation
- 2 for failure to respond
- 1 for driving without a license
- 1 for expired inspection
- 1 STOP sign violation

Mr. Getz inquired if Tim Rine had started working. Chief Stoner reported that he had and with his familiarity with the Borough, was easily trained and is working on his own.

SOLICITOR'S REPORT

Mr. Sheely had nothing additional to report.

OLD BUSINESS

Mrs. Harris announced that the grant applications had not yet been released; however, she will be closely following the updates for them to be posted. The Annual Christmas Tree lighting and party will be held on Saturday, December 7, 2024, at 6:15 PM. She requested that \$1,000 be released for Christmas party expenditures. Ms. Watson made a motion to release \$1,000 to the Recreation Board for the party. With a second from Mr. Homer, the motion passed.

Mrs. Alloway raised concerns about discrepancies in property tax records and the need for accurate data on rental properties. She intends to send letters to property owners to clarify occupancy status, although the effectiveness of such a mailer was questioned. She provided copies of Residential Rental Property Registration and Inspection guidelines from Mechanicsburg and New Cumberland Boroughs to the Council.

Mrs. Harris questioned if the former park bathroom was to be converted to storage space for the Recreation Department. Mr. Getz confirmed he and Mr. Rosnick will be making that conversion over the winter when the duties of the maintenance crew are fewer.

The Secretary provided rental stipulations given to her by Camp Hill Borough for the Council to review. Camp Hill was chosen due to the facility size and accommodation being like the Borough Hall.

Mrs. Krpata had provided an Intergovernmental Agreement between Mechanicsburg School District asking that the Borough Council consider for discussion at the December meeting.

NEW BUSINESS

Mr. Getz reminded the Council that a resolution needed to be passed to accompany the grant application for the leaf picking system. Ms. Watson made a motion to approve the resolution as read. With a second from Mrs. Harris, the motion passed.

Mr. Homer requested permission to purchase 8 post reflectors for a cost of \$130.75 to be attached to the Pedestrian Crossing signs on Main Street. Dr. Mullen-O'Leary made a motion to authorize the purchase of the post reflectors. With a second from Ms. Watson, the motion was approved. Mr. Homer requested permission to purchase 3 banana bases at a cost of \$357.24 to place the YIELD TO PEDESTRIANS IN CROSSWALK signs since regulations prohibit bolting the signs by the street. Dr. Mullen-O'Leary made a motion to authorize the purchase of the banana bases as requested. With a second from Mrs. Getz, the motion passed.

Mr. Homer reported that a study will be conducted to determine if the speed on Main Street can be lowered to 25MPH.

ANNOUNCEMENTS

There were no announcements.

Mrs. Getz made a motion to accept the receipts and pay the bills. The motion was seconded by Mr. Mullen- O'Leary and passed unanimously.

Mr. Homer made a motion to adjourn the meeting at 8:23 PM. With a second from Mrs. Harris, the motion passed unanimously.

SUBMITTED FOR APPROVAL,

Janna E. Colechio
Borough Secretary