

The Borough Council of Shiremanstown, Pennsylvania held its regular monthly meeting on October 14, 2024, at 7:00 P.M. at Borough Hall, One Park Lane, Shiremanstown, Pennsylvania.

COUNCIL MEMBERS PRESENT

John Getz
Lucy Getz
Anna Harris
Stevie Krpata

BOROUGH OFFICIALS PRESENT

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

MINUTES

On a motion by Mrs. Getz and seconded by Mrs. Krpata, the minutes of the September 9, 2024, Council Meeting were approved as written.

TREASURER’S REPORT

The Treasurer’s Report for the month of September 2024 previously had been distributed to Council. Mr. Lane had nothing to add to the written report. Mrs. Harris made a motion to accept the Treasurer’s Report for September 2024 and file it for audit. With a second from Mrs. Krpata, the motion passed unanimously.

The 2025 Minimum Municipal Obligation (MMO) for the Shiremanstown Borough Police Pension Plan (21-072-3 P) had been prepared and previously distributed to Council. Mr. Lane explained that the Plan is currently over-funded and no additional funding is required for 2025.

CITIZEN’S REPORT

CITIZENS PRESENT

Dave Dyson
Jeff Bland

ADDRESS

Bible Baptist Church
200 East Walnut Street

Mr. Bland presented several grievances to the Borough, the first being the additional cost of recycling on residential pick up when it has been publicly exposed that curbside recycling is a farce that does not benefit the public. He firmly suggested the Borough drop recycling from future waste contracts. His second objection was the way the Borough seemingly mistreats the Shiremanstown Fire Department and fails to support them financially. Mr. Getz explained to Mr. Bland that the Borough had been advised through recent audit reports from the Auditor General and most recently, a Notification dated August 20, 2024, received via Certified Mail Return Receipt Request from F. Stephenson Matthes, Chief Counsel of the Department of the Auditor General regarding the Commonwealth of Pennsylvania, Department of the Auditor General v. Shiremanstown Fireman’s Relief Association (Cumberland County) Notice of Withholding of State Aid and Order to Show Cause Docket No. 2024-11 regarding non-compliance with certain findings and recommendations. Due to this, state aid will be withheld until it is determined the finding recommendations are complied with. Many of the findings were in reference to the purchase of the 2003 Ford rescue vehicle. President Getz emphasized at the September meeting of the Council that consistent communication between the Fire Relief Association and the Borough would be appreciated as well as needed,

since the continuation of fire services would depend upon compliance, and the Borough donation is contingent on the SFD being compliant with state requirements. Mr. Getz further pointed out that Fire Chief McCutcheon was in attendance and would be giving an update on this situation. In response to Mr. Bland's suggestion that the Council appoint the Fire Chief, Mr. Getz reminded him that the Fire Department is a separate entity, and the Council has no right to interfere with their internal business. Mr. Bland's final complaint was that previously the Council approved the hiring of an additional part-time patrol officer with Mr. Getz saying it did not cost the Borough anything to have a larger pool from which to schedule coverage. He pointed out that each officer has a uniform and must qualify for the position, which involves costs. Chief Stoner pointed out that there is a closet full of uniforms that had been donated to the Borough, and that the cost of annual qualifications is minimal. Mr. Getz also confirmed again that the only benefit a part-time patrol officer receives is the hourly pay while on active duty, and even with the new hire, there are only six part-time officers to fill the gap when Chief Stoner and Officer Montgomery use earned PTO.

PRESIDENT'S REPORT

The Council was reminded the annual Budget Workshop will be held prior to the regular Council meeting on November 11, 2024, at 6:00 PM. If any members of the Council wish to supplement the budget, they were requested to provide documentation to the Treasurer or the Secretary by November 1, 2024. The Secretary confirmed the Budget Workshop had been advertised in January 2024 along with the meeting schedule for the year.

The Secretary contacted General Code for a preliminary quote for codification services. The response from Steve Bonacci, Account Manager at General Code, stating a Code project typically takes about 18 months, over various milestones, and requires collaboration between their company and the Borough. Below is a summary of project highlights and milestones: General Code will:

- A) Organize, systematize, and stylize your ordinances;
- B) Prepare a Draft of your Code, along with an Analysis report of areas of concern noted by your editor;
- C) Take your feedback from our analysis to remedy said concerns;
- D) Provide a Final Draft of the Code for Township review;
- E) Publish the Code in print and online. *Estimated* Cost: \$13,000-\$18,000 payable in 5 installments, usually taking about 18 months, though likely spanning two or more budget years.

He stressed this was a preliminary estimate and is intended only as an initial guide for budgeting purposes and is based on their experience with communities similar in profile. Upon receipt of project materials, General Code will provide a firm and actionable price proposal/agreement for the Borough's approval. Mr. Getz reminded Council that a copy of the correspondence from Mr. Bonacci was included in their packets to review further.

The next budget concern addressed was the storm drainage problem on North Locust Street. Mr. Getz reported he has reached out to Dave Lenker for an estimate of what a project like

this would cost whether we contract with him or another company, to get a ballpark figure for what needs done. Questioned what the issue is, Mr. Getz responded that it is a serious issue where water backs up and pops the sewer plate because there are two lines the same size coming from Strawberry Alley and meeting another pipe the same size to go out to the drain field. The issue is with the townhomes there, the gas line, sewer lines, etc., trying to clear those and get the path out through to the drain field.

The Council moved on to the Waste Management proposal. Mr. Getz confirmed that Mr. Sheely had discussed a couple different times about the recycling which had been a topic of conversation before acceptance of the current contract, including weekly or biweekly pickups, having a common disposal site within the Borough to give people the opportunity who want to recycle, the opportunity to make sure their items were recycled, or no recycling. At that point the Council determined they wanted to keep recyclables separate and picked up on a weekly basis. The current contract allows either party to tell the other side that they want to continue or not continue with the current terms. Waste Management has said they want to continue at the same rates for the upcoming year, which would continue through March 31st of 2026. If the Council chooses to authorize this, the Solicitor will prepare a simple extension agreement to the current contract. Having heard some issues with recycling and mixing solids and recyclables, Mr. Sheely admitted uncertainty about what the current market is for waste collection costs. Stating when the contract was adopted three years ago, the Borough was on the front of the upgrades costs, and now other municipalities seem to have a much higher quarterly payment than the Borough. Stating the terms of the current contract states either party has 180 days to propose changes prior to the end of the contract, that the Council is now at the point where it would be prudent for them extend the contract for the additional one year of the potential two years under the same terms and conditions that were set forth in 2022 contract. Some the Council members questioned how the situation of no option to work out some points of the contract could be avoided in the future. Mr. Getz stated that as the liaison with Waste Management, Dr. Mullen-O'Leary would need to be in contact with Waste Management ahead of the deadline in 2025. Mrs. Getz made a motion to authorize the Solicitor to extend the Borough's contract with Waste Management for the additional year ending March 31, 2026. With a second from Mrs. Harris, the motion passed.

Citizens have been calling and leaving Facebook queries regarding the Leaf and Christmas Tree recycling collection schedules. Mr. Rosnick was not available; however, Mr. Getz will reach out to him and give the information to the Secretary.

The visibility of the borough's website was addressed, following concerns raised by the Planning Committee about its low ranking on search engines. The webmaster was contacted to improve the website's visibility through social media posts, which would cost \$35 per event. The council discussed the importance of maintaining an active online presence to ensure residents can easily access information; however, that boosting events monthly was not necessary.

Borough fire protection was addressed by Fire Chief McCutcheon who stated that the Shiremanstown Fire Department (SFD) would like to propose that the Council agree to provide the 2024 annual payment based on the SFD putting that donation on the amount owed to the Firemen's Relief Association in addition to their own funds to clear the audit. Mr. Getz confirmed the SFD had talked to him about this proposal and made sure they absolutely 100% knew that it is a Council issue as far as whether to approve or deny. That is why he told Chief McCutcheon to get it on the agenda and present it to the Council so that it is presented correctly. Fire Chief McCutcheon assured the Council that Lisa Reber of the Auditor General's Office assured him that once the relief account gets that money, Lisa will be notified. She would need a copy of the reimbursement check, the bank deposit receipt, and the official monthly statement showing the reimbursement money deposited into Relief Account Association as evidence of compliance. Once the documentation is provided and compliance is verified, the Fireman's Relief Association (FRA) will request a removal order to show cause followed by a request to release the state page. She said she cannot give an exact time frame; however, she will make every effort to make sure that the funds are released very quickly, and the Borough would receive the e-mail verification that yes, in fact, it was paid in full. The FRA would have a copy as well. The FRA would just have to wait for the Auditor General's Office to do their job then and by the end of the year this would be completely clean. Mr. Getz went on to explain that if the Council decides to deny the request as presented, they could possibly be known as the Borough Council that shut down the SFD. Mrs. Harris made a motion to release the funds to the SFD under the conditions described by Fire Chief McCutcheon. With a second from Mrs. Krpata, the motion was approved. Ms. Smith advised the Council that the SFD will begin holding monthly fund raisers starting in November with a chicken bar-b-que on November 16, 2024, at the Bible Baptist Church, and on December 7, 2024, a Breakfast with Santa will be held in the Santos Center at the Bible Baptist Church. Fundraising plans for 2025 have not yet been solidified.

The grant application request with contingencies for new SFD radios is being worked on by Amanda Kendall, and she will be in touch with the Borough Secretary to review and submit to Cumberland County.

Mrs. Krpata inquired about the fire tax previously requested by the SFD, and she was advised that requests should be made by October 21, 2024, to be included in the budget to be presented by the Treasurer at the budget workshop on November 11, 2024.

The grant application for the Borough garage/storage facility has been submitted by Mrs. Getz. She has not received any feedback from the State on that application yet.

Mrs. Getz reported that much positive feedback had been received on the hanging flower baskets on Main Street this year. An email from Henry's Greenhouse was received requesting if the Borough planned to continue the project in 2025. If so, the cost per basket is \$74. Mrs. Harris made a motion to continue the project. With a second from Mrs. Getz, the motion passed with Mrs. Krpata abstaining.

Mrs. Alloway confirmed she had received a report from the Solicitor regarding rental properties within the Borough, and she will be spending time going through that and verifying information. However, she cautioned it is dated, and she wants to verify that those addresses highlighted are still rental units. She confirmed with Barry Isett and Associates that their charge is \$95 per hour for 2025. They anticipate they could probably do 5 units in an hour, so if there's a building that has five apartments in it, they could probably do all five of them. However, if they go in the building and there are all kinds of problems, it could take longer. They said most municipalities where they work charge \$75 to \$105 per unit to the property owner for that inspection. The 2025 municipal hourly fee schedule had been provided by Barry Isett and Associates. Service fees for Approved Codes is listed as 105 an hour as a comparison to another local third party. The Solicitor relayed that Mechanicsburg Borough charges a flat fee. They charge per unit a fee of \$50. They're providing this service in house and conduct a third of all rental properties each year with a checklist which they require every unit comply with. He questioned Mrs. Alloway if she thought this was something she could do or if she prefers that it be contracted out. Mrs. Alloway responded that she would prefer it be contracted out because it would be hard with her allowable time frame of 20 hours per week plus she feels sometimes a female coming across to a property owner that something needs to be done is different than if it comes from a man. She stated that she finds sometimes she is not taken seriously, and they don't think she has any idea what she is talking about. She stated that Barry Isett does more than rental inspections. Mr. Sheely explained that usually inspections start in June and they're supposed to be finished by November, so whoever does would have a period of approximately 3 to 4 months to do the number of units in a particular zone. Mr. Getz questioned if Mrs. Alloway is aware of anyone in her field that is retired and may be looking to do something like this on a part-time basis. She responded she did not know but would reach out to see if there was someone who may be interested. Mr. Getz suggested Mrs. Alloway work on verifying the list, and once the number of rental properties is known, send out the letters to the property owners identifying the names and addresses and then start the registration process.

The Secretary confirmed the advertisement for the Vision for Shiremanstown meeting had been submitted to The Sentinel on October 3, 2024, for 6:00 PM. Items for the Agenda should be in by 6:00 PM on Wednesday, October 9, 2024.

MAYOR'S REPORT

September

Complaints Rec'd	28	Traffic	18
Criminal	1	Non-Traffic	0
Assist. Other Depts.	4	Verbal Warn	1
Traffic Accidents	2	Parking Tkts	1
PD Revenue	\$1355.84	Written Warn	3
		Faulty Equipmt.	9

Officer	Hours	Traffic Tickets/Arrests
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Stoner	189.00	2
Montgomery	189.00	3
Shaughnessy	33.50	0
McCoy	35.50	5
Hall	27.50	1
McMillen	18.00	0
Gelnett	20.0	7

Traffic citations for the month included:

- 7 for speeding
- 4 for expired inspection
- 2 for expired registration
- 1 for school bus violation
- 1 for learner’s permit violation
- 1 STOP sign violation
- 1 for driving without insurance
- 1 permitting 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 worked on his own.

SOLICITOR’S REPORT

Mr. Sheely had nothing additional to report.

OLD BUSINESS

Mrs. Getz discovered when she started the second grant application that the grant cannot exceed \$1,000,000,000, so there was no need to complete the application.

NEW BUSINESS

Mrs. Harris requested permission to purchase supplies not to exceed \$300 for the upcoming Halloween party. Mrs. Getz made a motion to allocate funds for Halloween activities as requested. With a second from Mrs. Krpata, the motion carried. Mr. Sheely proposed collaborating with the Historical Society to encourage charitable contributions that could support community events, such as Halloween and street decorations.

The Annual Tree Lighting event is planned for Saturday, December 7, 2024, in Memorial Park at 6:00 PM.

ANNOUNCEMENTS

Fire Chief McCutcheon raised concerns about safety, particularly regarding traffic violations, including running red lights and disregarding school bus signals. The Chief agreed there had been an increase in these incidents and emphasized the importance of pedestrian safety, urging residents to be cautious.

Mrs. Getz made a motion to accept the receipts and pay the bills. The motion was seconded by Mrs. Krpata and passed unanimously.

Mrs. Krpata made a motion to adjourn the meeting at 8:09 PM. With a second from Mrs. Harris, the motion passed unanimously.

SUBMITTED FOR APPROVAL,

Janna E. Colechio
Borough Secretary