

The Borough Council of Shiremanstown, Pennsylvania held its regular monthly meeting on September 9, 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
Tammie G. Dailey, Mayor
Janna Colechio, Secretary

MINUTES

On a motion by Mrs. Krpata and seconded by Ms. Watson, the minutes of the August 12, 2024, Council Meeting were approved as written.

TREASURER’S REPORT

The Treasurer’s Report for the month of August 2024 previously had been distributed to Council. Mrs. Krpata made a motion to accept the Treasurer’s Report for July 2024 and file it for audit. With a second from Mrs. Harris, 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
Dave Shiner
Jeff Bland

ADDRESS

Bible Baptist Church
Mechanicsburg Meals on Wheels
200 East Walnut Street

Mr. Dyson thanked the Council and the Sesquicentennial Committee for allowing the Bible Baptist Church to host the Saturday events of the recent Sesquicentennial. He explained that it was a healthy thing for the Church to become involved with the community, and they are glad to have been a part of this historical event. He went on to say the Church is hosting a Friends, Food Trucks & Community Sunday on September 15, 2024, where community leaders and volunteers will be recognized, and all officials and volunteers, as well as the public, were invited.

PRESIDENT’S REPORT

Mr. Shiner thanked the Council for their support of Mechanicsburg Area Meals on Wheels, Inc. (MAMOW) as it celebrates its 55 years of service to the greater Mechanicsburg Area. He stated MAMOW is a volunteer nonprofit organization with only one paid staff member and approximately 150 volunteers who cook, package, and deliver a hot and a cold meal to

clients anywhere from one to three days per week. Clients are charged based upon their financial situation. He asked that the Council consider continued support in 2025.

The Secretary had contacted Lower Allen Township regarding their decision on Trick or Treat night since historically the Borough coordinates with them due to shared residential boundaries. She was advised Trick or Treat night is typically the fourth Thursday of October, making October 31st Trick or Treat Night this year. No rain date has been selected; however, if conditions are that poor, an announcement will be made at that time. Dr. Mullen-O'Leary made a motion to designate Thursday, October 31, 2024, from 6:00 – 8:00 PM the Borough's Trick or Treat Night. With a second from Mrs. Harris, the motion was passed unanimously.

Mr. Homer has researched various precautions to better ensure safety on the streets within the Borough. Two major improvements are the painting of the crosswalks, which would include any crosswalks within six hundred feet of a school to be painted yellow and all other crosswalks painted white with diagonal lines to improve visibility.

The second improvement would be to again use the "Yield to Pedestrian" signs posted on Main Street at both ends and the center of the Borough. Mr. Homer checked multiple sites for the most economical option to purchase four kits. The prices ranged from \$1500 for four to \$624 on eBay. The difficulty is that purchasing from eBay requires quick action on bids and payment prior to shipment of the kits. Dr. Mullen-O'Leary questioned if the Borough could install the signs or if a contractor would be required. Mr. Homer explained that the road crew would be able to install the signs outside the crosswalks. Concerns regarding liability to the Borough, particularly on a state-owned road would be an issue. Mr. Homer is willing to coordinate the effort with PennDOT and the Borough Police Department. Mrs. Krpata made a motion to allow Mr. Homer to spend no more than \$650 to purchase four kits through eBay as a trial effort to improve pedestrian safety in crossing Main Street. With a second from Ms. Watson, the motion was approved.

The Secretary had polled multiple surrounding municipalities regarding which company(ies) are used for codification of ordinances and online availability. Except for Hampden Township who uses Civic Plus, a company the Borough has used in the past with little success, Lower Allen, Mechanicsburg, East Pennsboro, Upper Allen Township, and Silver Spring Township are using General Code which includes eCode360 as an online source. Mrs. Getz made a motion to authorize the Secretary to contact General Code and get more details. With a second from Mrs. Harris, the motion was approved.

The Borough received 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. Ms. Smith

explained there had been difficulties obtaining the title to the vehicle which is currently titled to the Shiremanstown Fire Department rather than the Shiremanstown Firemen's Relief Association (FRA). However, when the title is received and approved by the Auditor General's Department, it will reduce the amount of money owed to the FRA. She also stated that the money owed is to the FRA account and not to the Auditor General's Department, and she has been transferring money from the Shiremanstown Fire Department (SFD) account into the FRA account as it is available and \$2,000 (two thousand dollars) had already been deposited leaving an anticipated balance of \$12,000 (twelve thousand dollars) outstanding. Mr. McCutcheon explained that the title had just been received that day, and Ms. Smith will be able to provide it to the Auditor General's office for their approval. She offered to include the Borough with updates from the Auditor General. President Getz emphasized that would be appreciated as well as needed, since the continuation of fire services would depend upon compliance, since the Borough donation is contingent on the SFD being compliant with state requirements.

Mr. McCutcheon explained the County is updating the radio system currently in use by first responders. He explained that grant funding is available for the new radios; however, the grant application is to be filed through the local municipality rather than the fire department; therefore, the Borough would need to represent the fire department in its application. The estimated cost for the radios needed by SFD is \$63,012 (sixty-three thousand dollars and twelve dollars). Mr. McCutcheon reported that Carlisle Borough had received full funding for their radios. He confirmed that other fire departments with grant writers have already been approved. President Getz reminded Mr. McCutcheon that the Borough does not have a grant writer; and asked if the SFD does. Explaining the process surrounding the new system, Mr. McCutcheon stated the fire company has been putting aside funds for the installation of the new radios into the emergency vehicles as well as new pagers. Mr. McCutcheon confirmed that there is a grant writer for the fire department. Mrs. Harris inquired how the process would work with the Borough submitting the grant, but the grant writer preparing the grant. Mr. McCutcheon replied the grant writer would work in connection with the Borough giving them an opportunity to review it prior to submission. President Getz again confirmed there is a grant writer, and Mr. McCutcheon said yes. When asked who, Dr. Mullen-O'Leary responded she would be the grant writer for the SFD. Mrs. Krpata asked the Solicitor if this would be a conflict of interest. Mr. Sheely responded that if the fire department wants to put together a grant and submit it to the Borough for review, it would not be a conflict. He went on to remind the Council that each had received in their packet the audit report from the Department of the Auditor General, and he feels it is important that the Council understand that the Fire Department has an obligation of \$19,000 (nineteen thousand dollars) per Exhibit A. While this is a separate issue from the grant now being requested, that is important that the Council realize that the fire department is very vulnerable right now, and he urged Council to consider that there is a bigger issue, and that is will the fire department be able to continue as a vital entity. It is his hope that the Council will have meaningful discussion with the fire company as to this matter because the Borough is responsible for ensuring that the residents have secure fire department services. The radio issue, he stated, is certainly important but having a fire department is even more important. Mr. Getz summarized by saying that currently the fire department is standing alone since the state is withholding funding and the Borough has

no choice but to follow suit until the issue is resolved. The Council needs an explanation of how they plan to correct the situation with the State to the satisfaction of the Auditor General, but also the Borough Council, and the citizens of the Borough. Mr. McCutcheon stated that the SFD needs additional funding from the Borough to continue providing services. He explained that before becoming Chief of the SFD, there were financial problems. President Getz questioned the judgment of purchasing the mini pumper knowing there were already financial difficulties. Mr. McCutcheon defended his position stating the purchase had been made from an account that was a "nest egg," and not the general fund account of the SFD nor the FRA account. President Getz further inquired if knowing the financial difficulties that existed as Mr. McCutcheon assumed his current role, why upon finding a "nest egg," it was used to purchase additional equipment when additional equipment would equate to additional expenses and upkeep only to have the SFD complain that they do not have enough money when the nest egg could have been invested or added to the operating fund. President Getz asked the Treasurer the amount typically spent on fire service within the Borough. Mr. Lane responded that \$10,000 (ten thousand dollars) is paid for hydrant service and \$9,000 (nine thousand dollars) paid for workers compensation insurance, and \$8,500 (eight thousand five hundred dollars) paid directly to SFD. Clarifying the findings, Mr. Lane stated that Finding No. 1 showed \$19,606 (nineteen thousand dollars six hundred six dollars) for failure to provide adequate supporting documents or receive reimbursement for \$1,450 (one thousand four hundred fifty dollars) of undocumented expenditures; Finding No. 5 there was \$5,074 (five thousand seventy four dollars) for items not authorized by the Volunteer Firemans' Relief Association Act; Finding No. 8 listed \$35,000 for the 2003 Ford rescue vehicle being inappropriately titled in the name of the fire company. He noted that with the title to the mini pumper, the \$35,000 should be cleared. Ms. Smith agreed and clarified upon presentation of the correct title; the other amounts will be reduced by 25%. Mr. Getz said that he was not certain how other members of the Council were feeling; however, if anyone has ever been in debt either with credit cards or loans, it typically does not improve quickly. He said he has no concerns supporting the application of the grant; however, it is concerning that as a business they have been using money other than the general fund to keep the doors open. Mr. McCutcheon retorted that this is why he had come to the Council five years earlier and was put off by the Council reminding him it would be addressed at another time. President Getz took exception to that statement saying that there had been a previous audit report to the one in question with fewer offences than the most current audit and rather than address those issues, they added more. He pointed out that before his tenure on the Council, the Borough paid expenses for the fire department even though they were a separate entity. The Borough signed the firetruck over to the fire company several years ago, and rather than pay all bills incurred by the fire department, continued to pay the hydrant service, workers compensation and giving them an annual donation. The funding was split; however, currently the Borough is responsible for \$27,500 (twenty-seven thousand five hundred dollars) for fire service. Dr. Mullen-O'Leary asked if there is a minimum that the Auditor General expects as a monthly payment to the FRA. Ms. Smith stated that all she was told was she must show that they are paying it back, no amount was included. Dr. Mullen-O'Leary recommended she contact the Auditor General and see if there is a possibility of paying back a certain amount monthly, quarterly, or over a longer period. Ms. Watson questioned if the FRA had requested

a hearing within fifteen days of the order to present their case. Neither Ms. Smith nor Mr. McCutcheon acknowledged requested a hearing as presented in the Order to Show Cause.

Returning to the issue of the grant, Dr. Mullen-O'Leary made a motion for the Borough to represent the SFD in their application for the grant providing a new radio system on the condition that no expense (application fees, matching funds, or out of pocket expenses etc.) would be the responsibility of the Borough and any funds that would come from the grant, would be overseen by the Borough that such funds are used only for radios. With a second from Mrs. Krpata, the motion carried.

Mr. Homer asked to be recognized by the President to address the fire department. He stressed that they are currently under corrective action and trying to make amends, which is a good thing. However, just as importantly, the Council should be made aware of preventative action for the future to ensure viable services for the citizens of Shiremanstown.

Dr. Mullen-O'Leary announced the fire department will be holding additional fundraisers starting with a chicken dinner this fall in Memorial Park. The event will take place in October or November. She requested that the fire department be able to use the Borough Hall for packaging the dinners. Further she would like to have the hall open to the public for private meetings and/or parties. Mr. Getz advised that was an item for discussion at the vision planning workshop in October.

Mrs. Getz has investigated the possibility of two separate grants to potentially assist the Borough in receiving state funding for the cost of constructing the Borough garage and storage building. Applications for the grant require a \$100 application fee per submission. The first grant application due date is September 30, 2024, and the second grant application is due by November 3, 2024. Community development is a vital part of the first grant, and with the Shiremanstown Historical Society (SHS) recently losing their lease with River Rock Academy to house their museum, an area would be included in the new building that would be climate controlled and used for this purpose. This would require minimal change to the layout of the building. A resolution, read to the Council, is required along with the \$100 application fee. Mrs. Getz requested consideration of both so that she could move forward with the grant preparation. Dr. Mullen-O'Leary made a motion to authorize the official resolution and \$100 payment of the application fee. With a second from Ms. Watson, the motion passed unanimously.

With the recent heavy storms, the issue of poor storm drainage on North Locust Street has resurfaced. Mr. Getz and Mr. Rosnick both witnessed the maintenance hole covers being lifted from the force of storm waters rushing at a point where two large storm pipes converge into one smaller pipe and overflow reaching the height of the curbs. Mr. Getz requested authorization to attain estimates and allocate funds for the project in the 2025 budget. Mrs. Getz made a motion for estimates to be received in time for repairs to be done in the next fiscal year. With a second from Mrs. Harris the motion was approved. Ms. Watson requested details for her filing of a survey from Cumberland County on Hazard Mitigation.

The Rental Inspection Program had been proposed in the past by the Planning Commission. Mr. Getz has included the Zoning Officer and the Solicitor in reviewing the draft ordinance for the Council's consideration. Key points to consider include the identification of rental units in the Borough, inspection zones and fees, the implementation of registration requirements, and the agency who would be responsible for conducting inspections and any associated costs. Mrs. Alloway stated that the Borough would be divided into three areas and inspections done on a three-year rotating basis. Barry Isett & Associates uses the same software as the Borough (iWorq) with the additional modules to conduct, collect fees, and track inspections. Mr. Getz requested that Mrs. Alloway obtain an estimate of rentals as well as the actual fees that Barry Isett & Associates would charge.

A date for the workshop/meeting to discuss the Council's vision for the Borough prior to the Budget workshop for 2025 was requested. Dr. Mullen O'Leary made a motion to advertise the meeting for October 21, 2024, beginning at 6:00 PM. With a second from Ms. Watson, the motion was approved. The Secretary was directed to advertise the meeting in *The Sentinel*.

Ms. Watson stated that the best first method of gathering information for the REGROUP emergency notification was determined to be mass mailing since many of the Borough's residents do not use the internet or follow Facebook. She requested information to address labels and send information out. The Council had no objections.

Mrs. Harris explained the Recreation Committee would like to include a Trunk or Treat to augment the activities at the annual Halloween Party. With each Council member having state clearances already, it is hoped efforts to participate would provide an opportunity to make the party a community effort. Mrs. Getz confirmed the party is scheduled for October 19, 2024, in Memorial Park with registration for the costume parade at 5:00 PM. She also confirmed there is no rain date.

Bible Baptist Church has offered playground equipment to the Parks and Recreation Committee as they are replacing theirs. Mr. Getz directed Mr. Rosnick to meet with Don Stevens of Bible Baptist Church to measure the equipment and ensure there is enough space to install in Memorial Park. Another issue to consider would be the need for playground safety inspectors to approve the installation.

The Police Department has had several inquiries about the patrol sedan that has been replaced by the marked and unmarked SUVs and are seeking authorization to advertise it for sale. The Solicitor advised the police to prepare information for the advertisement setting a minimum bid amount and stating the date when sealed bids would be opened and awarded. Mr. Bland suggested the use of Municibid to reach out to municipalities who may be interested as well. The Secretary agreed to advise the Chief of Police. Mrs. Getz made a motion to authorize the advertising of the sale of the patrol sedan by the Police Department. With a second from Dr. Mullen-O'Leary, the motion passed.

MAYOR'S REPORT

August

Complaints Rec'd	46	Traffic	43
Criminal	3	Non-Traffic	0

Assist. Other Depts. 16
 Traffic Accidents 2
 PD Revenue \$ 820.47

Verbal Warn 2
 Parking Tkts 1
 Written Warn 4
 Faulty Equipmt. 13

Officer	Hours	Traffic Tickets/Arrests
Stoner	198.00	0
Montgomery	198.00	13
Shaughnessy	31.00	0
McCoy	68.50	10
Hall	24.00	0
McMillen	37.00	0
Gelnett	56.50	20

Traffic citations for the month included:

- 12 for expired inspections
- 10 for failure to obey traffic controls
- 6 for speeding
- 4 for driving without a license
- 2 for suspended registration
- 2 for STOP sign violation
- 2 for driving without a insurance
- 1 for expired registration
- 1 for suspended registration
- 1 for counterfeit inspection
- 1 for tire violation
- 1 for failure to keep to the right

The Mayor announced that Chief Stoner has requested that an additional part-time patrol officer be hired since the Borough currently has only five part-time patrol officers to fill in for weekends and vacation time for Chief Stoner and Officer Montgomery. Tim Rine is a retired West Shore police officer who is interested in serving on a part-time basis with the Shiremanstown Police Department. Ms. Watson made a motion to hire Mr. Rine as a part-time patrol officer at the probationary patrol officer rate effective immediately. With a second from Mrs. Getz, the motion was approved.

SOLICITOR’S REPORT

Mr. Sheely advised the Council that the Waste Management contract expires March 31, 2025, and that the company has been in contact with him about extending the contract for an additional year with some potential changes. Details of this information will be available for the October 14, 2024, Council meeting.

OLD BUSINESS

Mrs. Harris thanked the Council and the members of the Sesquicentennial Committee for making the celebration a successful and memorable event. The date for the burial of the time

capsule is set for Saturday, September 28, 2024, at 4:00 PM in Memorial Park. It was requested that the grounds crew dig the hole for the capsule no later than Friday, September 27, 2024.

Mrs. Harris confirmed that funds allocated for a storage shed in Memorial Park would carry over into the 2025 fiscal year.

NEW BUSINESS

A Halloween Home Decorating Contest has been established by the Recreation Committee with voting to take place between October 24 and October 31, 2024. Categories are It's Fall Ya'll, Most Creepy, Most Creative, Funniest, Best Display, and Kids Choice.

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

ANNOUNCEMENTS

There were no announcements.

Mrs. Getz 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 8:40 PM. With a second from Ms. Gaumer, the motion passed unanimously.

SUBMITTED FOR APPROVAL,

Janna E. Colechio
Borough Secretary