

MECHANICSBURG BOROUGH COUNCIL
COUNCIL COMMITTEE MEETING
COUNCIL CHAMBERS, BOROUGH OFFICE BUILDING
2 West Strawberry @ North Market Street
Mechanicsburg, PA 17055-6282

January 15, 2002

7:30 P.M.

CALL TO ORDER: President Rider called the meeting to order at 7:30 p.m.

PLEDGE OF ALLEGIANCE: President Rider led those assembled in the Pledge of Allegiance to the flag.

ATTENDANCE: Roll call was taken with the following present Council President Rider, Vice President Eichelberger, Councilmen McDermott, Ritter, Seagrist, Whitcomb, Winchell, Mayor Ritter, Chief Spotts, Solicitor Shorpp, Secretary Stough, and Assistant Secretary Boyer. Also present Cress – Sentinel, Miller-Patriot News, Miriam Barrick, Ron & Georgia Blauch, Floyd Kautz, Jr., Larry Seagrist, Carole & Charles Sheriff, and Jay Stoner,

ADDITIONS TO AGENDA: Manager Stough requested the addition of a request received from the Senior Adult Center to modify their rental lease.

APPROVAL OF AGENDA: Councilman Seagrist moved, Eichelberger second, approval of the agenda with the additions as stated. The motion carried, 7:0.

GUESTS: Miriam Barrick, 8th grade teacher from the Mechanicsburg Intermediate School, addressed Borough Council on a proposed March for Diversity which she and her student are requesting be approved. The March will be held Friday, January 25, 2002 in conjunction with the student's observance of Martin Luther King Day. The two students in attendance explained how this activity was planned and how they thought it would encourage unity and acceptance among all students and in the community. The proposed route for the march is down Arch Street to Keller Street, across Keller to Shepherdstown Road and up Shepherdstown to the School. After discussion on the issue of street closing, it was suggested that the local streets could be closed and the students could walk on the sidewalks along Shepherdstown Road, as closing this road would require a PennDOT permit. After much discussion and some direction from the Borough Solicitor, Councilman Eichelberger made a motion, seconded by Councilman Seagrist to approve the closing of Arch and Keller Streets for this activity, provided that the students stay on the sidewalk area of Shepherdstown Road and that the School District add the Borough as an additional insured on their liability insurance as recommended by the Borough Solicitor. The motion passed 7:0. The Council directed Manager Stough to contact the School District to verify the insurance issue. Fire Chief Seagrist noted that if an Emergency arose, the streets would be reopened to emergency vehicles.

CORRESPONDENCE: The Manager received a letter from Capital Area Transit regarding a meeting on January 22 to discuss funding appropriation for the first phase of the proposed rail service to the Amtrak station in Harrisburg. The meeting will discuss Phase I of the project, which would be service to the airport from the Harrisburg Station. Mechanicsburg Borough would be in the second Phase of the project.

APPROVAL OF MINUTES: Councilman Seagrist moved, Ritter second, approval of the minutes of the December 18, 2001 Regular Council meeting and the January 7, 2002 reorganization meeting. The motion carried, 7:0.

APPROVAL OF MONTHLY REPORTS: Councilman Winchell moved, Councilman McDermott second, approval of the monthly reports as submitted.

MANAGER'S REPORT

- ◆ The Manager advised Borough Council that in view of the findings of the Borough Solicitor in regard to the Ordinance regulating the Board of Health; staff will inform all current members of the disbandment of the Board as of the 2002 year. Letters will thank members for their service to the Borough and its residents.

MAYOR'S REPORT

- ◆ Mechanicsburg Chamber of Commerce held their Annual Dinner and election of Board members on January 9th. 2002 Officers are as follows: President, Donna Walburn; Vice President, Larry Pathmore; Treasurer, Scott Christ; and Secretary, Sue Erdman.
- ◆ Crime Watch meeting was held on January 14th and Chief Spotts was the speaker, delivering his "State of the Borough" address.

Trivia Question: Where was the first cement sidewalk in Mechanicsburg?

Answer: Jay Stoner gave the correct answer, in front of the Union Church.

CHIEF OF POLICE REPORT

- ◆ The Chief noted that Council has received his monthly and annual reports as well as memos on agenda items.
- ◆ Officer Sue Kreitzer received her Associates Degree from Harrisburg Area Community College in December graduating Phi Theta Kappa with a 4.0 GPA.
- ◆ Officer McCreary received a citizen letter of commendation for his efforts in reuniting a father and son.

SOLICITOR'S REPORT

- ◆ The Solicitor advised Borough Council that he has prepared and advertised an Ordinance to appoint the elected Tax Collector a delinquent tax collector in compliance with the Local Tax Collection Law, Act of December 20, 2000 P.L. 735, No. 104, § 5511.26A.

COUNCIL COMMITTEE REPORTS

Recycling Committee: Winchell: Councilman Winchell made recycling videos available to the President of Council for distribution and viewing by Council members.

Finance-Appropriations-Insurance: Rider: NONE

Health-Recreation: Rider: President Rider asked Councilman McDermott when the next Recreation Commission meeting is scheduled. Councilman McDermott noted that it will be held the February 12, 2002. Councilman McDermott asked the Manager about the status of the funds for the Pool Feasibility study. The Manager said that he has received information on the study from Director Brown and is in the process of reviewing the information.

Public-Safety-Highway: Eichelberger: Councilman Eichelberger state that his committee has reviewed the two handicap parking permit requests and would like to recommend approval of these permits to Borough Council.

Public Communications: Eichelberger. Councilman Eichelberger noted that he has met with the Manager regarding the first edition of the Newsletter for 2002. Plans are underway to get the first edition out in February.

Ordinance-Administration-Legislative Action: Seagrist: Councilman Seagrist asked the Manager if sample ordinances on ballfield signage have been received from PSAB. The Manager stated that none has been received.

Property-Building: Ritter: Councilman Ritter informed Borough Council of his committees plans to install new windows at the Highway garage. The Manager noted that this is budget expenditure and the cost of the windows and installation should be in the \$3,700 range. Cliff Ressler, Codes Officer, will oversee the installation, which will be performed by the Highway Department to help cut costs.

School Board: McDermott. Councilman McDermott noted that the School Board is up to full number with the appointment of a new member last week to fill the vacancy. The Board will discuss naming the auditorium after Mr. Barkley at the next meeting.

Community Development: McDermott: Councilman McDermott noted the following events are upcoming. Cub Scout pack 283 will be hosting a spaghetti dinner on January 26th from 4 to 7 at St. Mark's Lutheran Church. The Mechanicsburg Band Boosters are going to be hosting a concert featuring Pentagon on February 2 at 7:30 at the Intermediate School. The Mechanicsburg Museum's next exhibit will open February 5th featuring Artwork by from the Art Center School and gallery. The foot-traffic group will meet tomorrow night to discuss activities for the year ahead. Councilman McDermott asked to have the two-hour downtown parking placed on the work session agenda for next month.

W.S.C.O.G.: Ritter: The annual dinner will be held on Monday, January 21st at 6:30. Reservations should be given to Manager Stough.

BUSINESS ITEMS:

- ◆ **Adoption of Ordinance Number 1035 accepting and ordaining Jenna Court.** – Manager Stough noted that this Ordinance was prepared by Solicitor Sunday and the advertisement appeared in the Sentinel Friday, January 4th. A letter of credit for a period of eighteen months was the only outstanding item. Mr. Sechrist, the developer, provides a letter of credit for a period of twelve months, which the Manager has verified with Waypoint Bank can be extended for an additional six months, if needed. After some additional discussion, Councilman Ritter made a motion, second by Councilman Whitcomb, to adopt Ordinance 1035 accepting and ordaining Jenna Court. The motion passed by a vote of 7:0.
- ◆ **Discussion and action on subdivision plan for 220-222 South Washington Street and also the Mechanicsburg Commons subdivision & land development plan.** – Manager Stough noted the deadline on both these subdivision plans is January 18, 2002 and the Planning Commission approval is conditional upon the open engineering comments being addressed. Mr. Hughes, developer and agent for the property owner has granted the Council a time extension until February 19, 2002 to allow for the resolution of the open engineering review items. The Manager asked Borough Council to authorize the Borough Staff, Solicitor and Engineer to meet with Mr. Hughes and his representatives so that action could be taken on these plans at the next Council meeting, February 19th. The Manager asked that these plans be tabled until the next Council meeting. Councilman Eichelberger moved, Councilman Whitcomb second, motion to accept the time extension granted on both the 220-222 South Washington Street and Mechanicsburg Commons subdivision and land development plans and table these two items until the February 29, 2002 meeting and to authorize the Borough Manager and Professional Staff to meet with the developer to address open items on both plans. The Solicitor noted that Council is not bound by any negotiations between staff and the developer. The motion passed, 7:0.
- ◆ **Review of the Handicapped parking permits for Helen Guswiler of 117 East Locust Street and Harriet Major of 45 West Keller Street.**- After some discussion on the Ordinance requirements of such requests and on advice of the Solicitor, Councilman Seagrist moved and Councilman Ritter second, authorizing the Solicitor to advertise an amendment to the Borough Code to identify these two handicap parking spaces as well as any other handicapped spaces currently not identified and to delete, if necessary, any handicapped spaces identified that are no longer in use. The motion carried, 7:0.
- ◆ **Consider Resolution 01-2002 to approved application by PSAB for funding for a Homeland Security Technology Grant on behalf of Mechanicsburg Borough-** The Borough Manager advised Borough Council that this Resolution is the first step in the application process and that no Borough Funds are required to make application. Councilman McDermott moved, Councilman Ritter second, motion to approve Resolution 01-2002 authorizing PSAB to apply for a Homeland Security Technology Grant on behalf of Mechanicsburg Borough. The motion carried, 7:0.
- ◆ **Information on the upcoming Tri County Borough's Association meeting January 22, 2001.** - Manager reminded Council to call him with their reservations, currently the following officials have made reservations, Winchell, Ritter, Forry, Eichelberger, Stough and the Mayor. Also, the Manager reminded Council that reservations are due for West Shore COG dinner, currently the Manager has received reservations from Ritter, McDermott, Winchell, Rider, Stough and the Mayor.
- ◆ **Discussion on appointment of a Junior Councilperson.** – President Rider asked Councilman McDermott if he had any additional information to offer on any of the applicants. Councilman McDermott noted that he was sure all the individuals would do a fine job of representing the School District, however, he had received one recommendation for Mr. Gawlas. The Manager asked if the term of office could be for the calendar year from February till December, that would allow the student to experience a full year of activities and provide a better understanding of the local government process. This program could be open to High School Juniors and continue into their senior year. Councilman McDermott noted that the

Junior Councilperson will attend meetings and would be allowed to enter into discussion, but would not be able to vote. Councilman Winchell made a motion to appoint Michael J. Lopez as Mechanicsburg Borough Junior Councilperson for a term to begin with the February 2002 meetings and end December 31, 2002. Councilman Ritter second the motion which passed, 7:0. Council directed the Manager to inform Mr. Lopez of his appointment and to send thank you letters to the other two applicants.

- ◆ **Discussion on approval of a 5-K road race as requested by the Knights of Columbus Council #12788 to be held on March 16, 2002.** – Chief Spotts noted that he has spoken with the Race organizers and they have indicated that they have no problem adding the Borough as an additional insured on their insurance for this event. The Chief informed them that there may be some cost incurred for police overtime due to traffic control and security issues. The Knights of Columbus indicated that costs would not be a problem. The Solicitor suggested a policy be adopted for this type of events spelling out the organizer's responsibilities and costs. Council advised the Manager to coordinate the development of a policy with the Borough Solicitor. After some additional discussion, Councilman McDermott made a motion, second by Councilman Eichelberger, to approve the request of the Knights of Columbus Council #12788 for a 5K Road Race to be held March 16, 2002 and authorize the Chief of Police to coordinate this event. The motion passed, 7-0. President Rider asked if applications for the event were available and the Manager advised him that they are available on line.
- ◆ **Authorize proper officers to make application for County Liquid Fuels Funding.** – Manager Stough stated that the Borough should be eligible for \$1,813 in funding from the County. Councilman Seagrist motioned, second by Councilman Winchell to authorize the proper officers to make application for County Liquid Fuels funding. The motion passed, 7:0.
- ◆ **Authorize Civil Service Commission to commence examination procedures for the lieutenant position.** – Chief Spotts asked Council to direct the Civil Service Commission to approve the examination procedure for the lieutenant position. The Solicitor has been given a copy of the Civil Service Commission regulations, which will need to be amended for the process to move forward. The Solicitor noted that the Police Section of the Borough Ordinance should also be amended to create the Lieutenant Position. Councilman Winchell made a motion to direct the Civil Service Commission to proceed with the creation and testing process for the lieutenant position and to authorize the Solicitor to draft amendments to the Civil Service Regulations and to draft and advertise an Ordinance for the needed amendments to the Borough Code to authorize this position. Councilman Eichelberger second the motion, which passed, 7:0.
- ◆ **Discussion on the issue of Health Insurance for Officer Bittner-** Chief Spotts noted that the issue was the payment of Officer Bittner's insurance while he is on active military duty. The request came from the Police Association and today the Chief stated that he had received notice from the Police Association changing their position and requesting the Borough to stop payment of Officer Bittner's insurance while he is on military leave. The change in this request comes after the Police Association consulted with their legal counsel. The Chief stated that at this time he would ask that Council direct the Manager to send Officer Bittner the appropriate forms for COBRA insurance benefits as required. After some discussion, Council directed the Manager and/or Chief to supply Officer Bittner with the appropriate forms for COBRA insurance benefits.
- ◆ **Discussion on adoption of Resolution 02-2002 authorizing MetLife to offer a 457 tax deferred investment plan to Borough Employees -** The Manager noted that this plan would be offered to Borough employees and would be a voluntary participation plan offering a tax deferred investment plan for employees and that there would be no cost to the Borough. After some additional discussion, Councilman McDermott made a motion, second by Councilman Winchell to adopt Resolution 02-2002 authorizing employees to participate in MetLife's 457 plan and authorizing Borough representative to prepare the appropriate documents to implement the plan. The motion passed, 7:0.
- ◆ **Review of Architectural quotes for new Municipal Center.** – The Manager discussed the quotes outlined in his memo for Architectural services on this project. The Manager recommended to Borough Council that Cianfichi and Scholl be contracted to perform the architectural work and assist in the preparation of the bid specifications. Councilman Whitcomb questioned the Borough Manager about the possibility of a design and build situation. The Manager said that he has consulted with several contractors about this type of design work and after weighing the pros and cons he feels that one design for the total project will be more efficient and lead to less conflicts during the construction process. The Manager also noted that the design and build process could take longer because each phase needs to bid out separately.

Councilman Ritter made a motion to contract with Cianfichi and Scholl at a price of \$39,420 to perform the architectural service required in conjunction with the renovation of the new municipal center. Councilman Winchell second the motion which passed, 7:0.

- ◆ **Request for revisions to the lease agreement with the Senior Adult Center** – The letter received from the Senior Adult Center is request changes to the language in their lease which prohibits the rental of their meeting room to other groups and organizations. The Center is in need of additional funds and the ability to rent space would allow them to raise some additional monies. The Solicitor reminded Borough Council that there might be some insurance issues involved in granting such a request. After some additional discussion Councilman Ritter suggested that the Property committee review this item. It was decided that this item would be discussed at the work session of February 5, 2002. The Manager will contact the Senior Adult Center to have a representative available to answer Council's questions on the proposed lease changes.
- ◆ **Consider adoption of Ordinance 1036 naming the Borough Tax Collector as an appointed delinquent tax collector** - The Solicitor noted that in adopting this ordinance the tax collector would not be required to collect delinquent taxes. Councilman Whitcomb made a motion, seconded by Councilman Ritter to appoint the elected tax collector as a delinquent tax collector. The motion passed by a vote of 7:0.

GUESTS: There were no comments from the public.

ANY OTHER BUSINESS: There were no additional items to come before Council

ADJOURNMENT: With no further business to come before Council, Councilman Whitcomb moved, second by Councilman Eichelberger, to adjourn the Council Committee meeting at 8:40 p.m. The motion passed unanimously.

Jonathan S. Stough
Borough Manager