

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

May 22, 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: President Rider, Vice President Eichelberger, Councilmen McDermott, Ritter, Seagrist, Whitcomb, Winchell, Mayor Ritter, Solicitor Schorpp, and Secretary Stough, Also present Cress – Sentinel, Miller- Patriot News, Ron Blauch, Bob Dietrich, Nancy Cichocki, Lynn Fernbaugh, James A. Hefflebower, Daryl Hench, Charles Junkins, Chalmer Kaufman, Floyd Kautz, Jr., Keith Marston, Jack Otstot, Larry Seagrist and Murrel Walters.

ADDITIONS TO AGENDA:

- (1). Consider request from Washington Fire Company to house truck # 8.
- (2). Consider recycling feasibility study grant.
- (3). Consider expansion of the shade tree commission from three to five members.

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

CITIZEN COMMENTS:

- ◆ Nancy Cichocki, 15 East Coover Street, addressed the Borough Council regarding a recent letter she received requiring her to make repairs to her curb and sidewalk. Manager Stough reviewed the correspondence sent to Mrs. Cichocki with Borough Council. Mr. Stough explained that on streets slated for paving during the summer, residents are being required to repair both curbing and sidewalk, prior to paving. In areas other than these, the Codes Officer responds to reported tripping hazards that are called into the office by residents or reported by staff. Mrs. Cichocki complained that the initial letter was vague and she would have only repaired the sidewalk, not curbing, if she had been told she had a choice to only repair the sidewalk. Additional discussion followed, after which, Manager Stough was instructed by Borough Council to inform residents in the future that the sidewalk is required to be replaced, but not the curb, if the complaint is a tripping hazard & also to outline a time frame for the work to be completed in each letter. A copy of the ordinance and sidewalk with curbing specifications should be included with all future letters.
- ◆ James A Hefflebower, 15 East Allen Street, addressed Borough Council regarding the issue of sidewalk repair work. Mr. Hefflebower indicated that the time frame of ten days allotted in the ordinance is not sufficient to allow for the contract and completion of these types of repairs and he also questioned the response to resident complaints. Manager Stough noted that additional time would be allotted to residents to contract the work if it is needed. Manager Stough noted that in the interest of public safety the Borough staff has an obligation to respond to complaints of unsafe sidewalks.
- ◆ Murrel Walters, 54 West Main Street, spoke to Council regarding the recently adopted two-hour parking ordinance. Attorney Walters stated that as a Main Street business owner he supports Council efforts with this new ordinance and feels it will benefit the downtown business owners.
- ◆ James A Hefflebower, 15 East Allen Street, asked to address Borough Council regarding a parking problem at his business located at 15 East Allen Street. Mr. Hefflebower had written a letter to Borough Council outlining his concerns. Mr. Hefflebower explained that neighbors of this business are utilizing parking spaced owned by him, as long-term parking and blocking the entrance to his parking lot area with their vehicles. He also stated that neighbors are parking behind cars parked in spaces along his fence on his property, blocking them from exiting the parking area onto the street. Mr. Hefflebower asked for the curb area along his property to be designated a "No Parking" area by Borough Council. Solicitor Schorpp noted that if vehicles are parking in front of his driveway, that would be a police issue of illegal parking and the Police Department should be informed. Considerable discussion followed on parking in general and at other business in this area and in the community. Solicitor Schorpp stated that the Zoning Officer needs to research this issue and send a letter of determination to Mr. Hefflebower on the issue of the parking between the sidewalk and the fence, which requires vehicles to drive over the curb. The parking in front of the gate in the driveway area should be addressed by the Police Department. Parking on the street along the curb is an issue which Borough Council would need to

consider, and if warranted could make this area a "No Parking" area. The issue was referred to the Zoning Officer for a determination as to the use and if grandfathered parking rights exist at this location.

GUESTS: NONE

CORRESPONDENCE:

(1). Received a letter from PA Cleanways requesting the Borough to remove bags of garbage collected as they perform clean up effort on Trindle Spring Run June 1st. The Manager indicated that the bags of debris would be placed in the Waste Water Treatment Plant dumpster for proper disposal.

(2). A letter was received from Cherly Cucco, Vice President of Human Resources for Bookspan indicating the anticipated layoff of 344 employees at their Market Street facility, as they are relocating their distribution operations to the Hanover. A list of employees and their job descriptions was attached. All layoff will occur between July 12th and November 15th 2002

APPROVAL OF MINUTES: Councilman McDermott moved, Councilman Eichelberger second, approval of the minutes of the April 16, 2002 Regular Council meeting as submitted. The motion carried, 7:0.

APPROVAL OF MONTHLY REPORTS: Councilman Eichelberger moved, Councilman McDermott second, approval of the monthly reports as submitted. The motion carried, 7:0.

MANAGER'S REPORT

Manager Stough reported on the efforts to decrease delinquent sewer and refuse accounts through a more aggressive collection effort.

MAYOR'S REPORT

- ◆ May 13th Crime Watch Speaker was Stan Shivell from the Department of Agriculture's Food Services.
- ◆ Mayor conducted a Swearing in Ceremony for the Park Security Officers was held at the Borough Office May 16th.
- ◆ Chief Spotts and the Mayor attended the D.A.R.E. (Drug, Alcohol, resistance, Education) Graduation at the Intermediate School May 17th
- ◆ The Mayor attended the annual Citizens Fire and Rescue Banquet on May 18th. Also, cut the ribbon to begin the Great Strides walk at Memorial Park.
- ◆ The Mayor reported officiating one wedding.

Trivia Question: After many hours of interviewing and much thought, it has been brought to light why the eagle has been chosen to be on the Borough Shield.

Answer: Look at the Borough Map, it resembles an Eagle. (just kidding)

CHIEF OF POLICE REPORT

- ◆ Manager Stough noted that Chief Spotts distributed a memo on the suggested "Stop Sign Ahead" sign on Schoolside Drive approaching York Circle. The Chief recommends stepped up enforcement in this area, instead of placement of an additional sign.

SOLICITOR'S REPORT

The Solicitor had no report.

FIRE CHIEF REPORT

- ◆ Investigated one complaint
- ◆ Visited the Senior Center.
- ◆ Talked to the Post Office regarding the Jubilee Day Post Cards. They will be doing 500 of each fire company. The stamp will be available the 8th of June. The cost will be two post cards for \$5.00.
- ◆ A pump test will be conducted on the two Borough engines in June.

COUNCIL COMMITTEE REPORTS

Recycling Committee: Winchell: NONE

Finance-Appropriations-Insurance: Rider: NONE

Health-Recreation: Rider: Councilman McDermott reported that this is the last week to purchase pool passes. The Recreation Department will be sponsoring a trip to see "Producers" on Broadway May 29th.

Public-Safety-Highway: Eichelberger: NONE

Public Communications: Eichelberger. Next newsletter will be mailed out in June.

Ordinance-Administration-Legislative Action: Seagrist: Councilman Seagrist asked when the signage would be posted. Manager Stough noted that the signs have been ordered.

Property-Building: Ritter: NONE

School Board: McDermott: The School Board will make the proposed budget available for public comment. Next Tuesday at the School Board work session, the proposed Strategic Plan will also be presented. Student service projects promoting community services were commended by Councilman McDermott.

Community Development: McDermott: The Memorial Day Parade will be next Monday. Councilman McDermott attended the PSAB traffic calming and pedestrian awareness seminar, which was very informative. Councilman McDermott would like to schedule a community meeting to discuss this topic in the future with the hope of heightening Community awareness.

W.S.C.O.G.: Ritter: NONE

Fire Committee: Winchell: Fire Committee met on May 13th. Discount cards for fire fighters are in the works and an article promoting this effort was in the last Chamber newsletter.

◆ **Consider action on the Preliminary/Final Minor Subdivision Plan of Chalmer Kauffman, 208 North Market Street.**

Charles Junkins, of C.W. Junkins Associates, on behalf of Chalmer Kauffman, presented the subdivision plan. Mr. Junkins explained that this plan would create two lots from an existing lot, which contains two single-family dwelling units. This plan will create a separate lot for each unit. Manager Stough reviewed the two waiver requests, which were recommended for approval by the Planning Commission, and are now before Council for action.

1. Waiver of §403, which requires submission of a preliminary plan.
2. Waiver of §503.C.15, which requires location, size and invert elevations of all sanitary and storm sewers to be shown on the plan.

Manager Stough explained the request for a preliminary plan waiver was made due to the small size of the subdivision. The sanitary and storm sewer location can not be shown, due to the age of the lines the requested information is not available. Since this plan does not add any additional units or service lines, this requirement has no impact on the plan. After discussion, Councilman Winchell made a motion, second by Councilman Whitcomb to grant a waiver of §403 of the Subdivision and Land Development Ordinance relative to the requirement for a preliminary plan submission and §503.C.15 of same, requiring location of sanitary and storm sewers to be noted on plan. The motion passed 7-0.

Councilman Eichelberger then made a motion to approve the Final Subdivision plan of Chalmer Kauffman, 208 North Market Street for the creation of two lots, each containing one single family dwelling as submitted. Councilman Seagrist seconded the motion, which passed 7-0.

◆ **Consider action on Ordinance 1040 amending the Borough Code in order to adopt a parade policy.**

Solicitor Schorpp reviewed the proposed ordinance changes with Borough Council. The Solicitor noted that Parade Permits would be reviewed and authorized by the Mayor. Special Events permits would be reviewed and authorized by the Borough Manager. Borough Council in the form of a Resolution would authorize fees and costs to be paid by the applicant. Council has received a copy of this Ordinance in their packets and it has been properly advertised for action at this meeting. After discussion, Councilman Winchell made a motion to adopt Ordinance 1040 amending the Borough Code to adopt a parade/special events policy. Councilman Eichelberger seconded the motion which passed by roll call vote as follows: yea: Eichelberger, McDermott, Rider, Ritter, Seagrist, Whitcomb, Winchell nay: none

◆ **Consider Resolution 4-2002 for recovery of costs and expenses associated with public gatherings not sponsored by the Borough of Mechanicsburg.**

Solicitor Schorpp reviewed the Resolution with Borough Council. The Solicitor reminded Borough Council that the goal of this Resolution is to allow for the reimbursement of costs incurred by the Borough. The Borough is not allowed to make a profit, just recover costs expended. The Resolution provides for an overhead charge of 15% of the total amount to defray the time incurred by Borough staff in scheduling, coordinating and assisting the event. Councilman Ritter made a motion to adopt Resolution 4-2002 setting a recovery cost schedule for parade and special events. Councilman Whitcomb seconded the motion, which passed 7-0.

◆ **Consider proposed Resolution approving change of control and internal reorganization for the Cable Franchise Agreement.**

Manager Stough noted that Council should review the proposed Resolution and let him know by Tuesday if there are any changes. This item will be on the June meeting agenda for action.

◆ **Consider Resolution 5-2002 authorizing participation in the Pennsylvania State Association of Boroughs Management Caucus.**

Manager Stough explained this item to Borough Council. Councilman Seagrist asked what the cost is to the Borough. Manager Stough noted the cost is ten dollars per year. Councilman McDermott made a motion to adopt Resolution 5-2000 authorizing participation in the Pennsylvania State Association of Boroughs Management Caucus. Councilman Winchell seconded the motion, which passed 7:0.

- ◆ **Consider Resolution 6-2002 for support of Volunteer Fire Service funding.**
Councilman Seagrist moved, Councilman McDermott seconded adoption of Resolution 6-2002 in support of Volunteer Fire Service funding in the Pennsylvania State budget. The motion carried unanimously.
- ◆ **Consider Resolution 7-2002 honoring Donald Beistline.**
Councilman Whitcomb moved, Councilman Ritter second, motion to adopt Resolution 7-2002 honoring the late Donald Beistline for his service to the Mechanicsburg Community as an employee at the Borough's Wastewater Treatment Plant. The motion passed 7-0.
- ◆ **Consider authoring Solicitor to advertise Ordinance amending the Borough Code in regard to Street Cut Permits.**
Manager Stough noted that the Solicitor and Engineer are working to compile a draft of changes to the Street Cut Permit. A draft will be in Council packets within the next few weeks. Councilman Eichelberger moved, Councilman Winchell seconded, motion to authorized the Solicitor to draft and Ordinance revising the Borough's Street Cut Permit after review by Council at the June 4th work session. The motion passed 7:0.
- ◆ **Consider authorizing Solicitor to advertise an Ordinance revising the Borough's subdivision and land development fees.**
Manager Stough noted that staff has been working on some revisions to the subdivision and land development fee schedule which will be in the packets within the next few weeks. Councilman Winchell made a motion to authorize the Solicitor to advertise the proposed changes to the subdivision and land development fee schedule, after review by Council at the June 4th work session. Councilman Ritter seconded the motion, which passed 7-0.
- ◆ **Review and consideration of three quotes for repair work to Engine 127.**
Chief Seagrist stated that he has not received all the quotes at this time. He noted that he would have the quotes within the next few weeks, for action at the June meeting. The item was tabled until quotes are received.
- ◆ **Consider request of Pauline Trace for a Handicapped Parking Space at 39 East Locust Street.**
Councilman Eichelberger made a motion to deny the request of Pauline Trace for a Handicapped Parking space based on Chief Spotts review and recommendation. Councilman McDermott seconded the motion, which passed 7:0.
- ◆ **Consider awarding bid for services as per Recreation Grant bid packet.**
Manager Stough noted that the bids were opened for this project at 3 p.m. today, with no bid received for the plumbing contract. The Manager distributed a summary of the bids to Borough Council. The information has been forward to YSM for review. Recommendations from the Recreation Commission will be forward to Borough Council for action at the June 4th meeting. The meeting for June 4th has been advertised for action on this item.
- ◆ **Consider request of Mechanicsburg Chamber of Commerce for help with the purchase of replacement Holiday Decorations for the downtown business district.**
Manager Stough reported that Highway Superintendent Yinger checked the frames for the Christmas decorations and they are in good shape, but the wiring and tinsel needs to be redone. The cost for the refurbishing of the decorations is \$4,404. Stough suggested that the Borough purchase tee shirts as a fundraiser to cover the Borough's portion of the refurbishing of the holiday decorations. Sponsors could be obtained to cover the costs of the shirts, which could be sold and the money raised go towards a fund for the holiday decorations. Three businesses have expressed interest in sponsoring this endeavor. Solicitor Schorpp will research the Borough's ability to conduct this type of fund raising event.
- ◆ **Discussion on Street Sweeping in regard to the drought situation.**
The drought emergency has been extended for another ninety days. The street sweeper has been running on rainy days. Councilman McDermott made a motion to continue the current sweep as it rains policy till the June meeting. Councilman Whitcomb seconded the motion which passed 5:2 as follows: yea: Eichelberger, McDermott, Ritter, Whitcomb and Winchell nay: Rider, Seagrist.
- ◆ **Consider approval of the ride along program for Borough Park Police.**
Councilman McDermott made a motion to approve the "Ride Along" program for the Park Police as outlined at the Council work session by Chief Spotts. Councilman Winchell seconded the motion, which passed, 7:0.
- ◆ **Consider action on promotion of Officer to the vacant Sergeant Position**
Councilman Whitcomb made a motion to promote Officer Scott Pellman to the position of Sergeant, with the promotion to take effect June 7, 2002. Councilman Ritter seconded the motion, which passed, 7:0.
- ◆ **Consider action on promotion of Officer to the new Lieutenant Position**
Councilman Whitcomb made a motion to promote Officer Margaret Myers to the position o lieutenant, with the promotion to take effect June 7, 2002. Councilman Winchell seconded the motion, which passed with all in favor.
- ◆ **Consider request of Washington Fire Company to house Truck #8.**
Manager Stough reviewed the letter received from Daryl Hench on behalf of Washington Fire Company requesting that operational control and housing of Truck 8 be turned over to the Washington Fire Company. Councilman Wichell made a motion to turn housing and operational control of Truck 8 over to the Washington Fire Company. Councilman Eichelberger seconded the motion. A discussion followed on issues concerning Truck 8. Chief Seagrist noted that he

was not carbon copied on the Washington Fire Department Letter. A vote was taken and the motion failed 3:4 as follows yea: Eichelberger, Rider, Winchell nay: McDermott, Ritter, Seagrist, Whitcomb. Councilman Eichelberger made a motion, seconded by Councilman McDermott, to send this request back to Fire Committee for review and recommendation. The motion passed unanimously.

◆ **Consider authorizing application for a grant to conduct a recycling feasibility study.**

Councilman Winchell stated that the Recycling Committee is in favor of this project as long as it is with the understanding that it is to improve the recycling rate, not to promote transition to a "Pay as You Throw" program. Manager Stough said that the Borough would want some control over the direction of the survey questions for the study. Councilman Winchell made a motion, second by Councilman Rider, to authorize application for the grant to undertake a feasibility study on recycling, with the understanding that the Borough will have input on the direction of the survey and that it is not being done to promote "Pay as You Throw" programs in the Borough. Motion carried 7:0.

◆ **Consider expansion of the Shade Tree Commission from three to five members.**


Councilman McDermott reviewed this item with the Borough Council. He then made a motion to increase the size of the Borough of Mechanicsburg Shade Tree Commission from three to five members. Councilman Eichelberger seconded the motion. A discussion followed about the benefits of expanding the size of the Commission. The motion passed by a vote of 4:3 as follows: yea: McDermott, Eichelberger, Rider, Winchell nay: Ritter, Seagrist, Whitcomb. The motion will take effect as of the date that the Act to implement this change was signed into law by Governor Schweiker.

APPROVAL OF EXPENDITURES PAID: Councilman Ritter moved, Whitcomb second, approval of expenditures paid from April 1, 2002 through April 30, 2002 in the amount of \$181,479.17. The motion carried unanimously.

GUESTS: NONE

ANY OTHER BUSINESS: NONE

ADJOURNMENT: With no further business to come before Council, President Rider adjourned the meeting at 9:45 p.m.



Jonathan S. Stough
Borough Manager