

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

July 16, 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, Lieutenant Myers, Secretary Stough, and Assistant Secretary Boyer. Also present were Miller – Patriot, Vogelsong –Sentinel, Tom Bender, Ron Blauch, Scott Bishop, Rich Corman, Bob Dietrich, Bill Dunkelberger, John Hollenbach, Mark Hughes, Floyd Kautz, Jr., Keith Marston, Art Myers, Jack Neibert, Jeff Shatzer, Larry Seagrist and Jay Stoner. Chief Spotts was represented by Lieutenant Myers and Junior Councilman Lopez was absent.

ADDITIONS TO AGENDA: None

APPROVAL OF AGENDA: Councilman Eichelberger moved, Councilman McDermott second, approval of the agenda. The motion carried, 7:0.

CITIZEN COMMENTS:

- ◆ Scott Bishop, 135 West Main Street – Diener's, spoke in favor of the two-hour parking in the downtown. He expressed an improvement in the parking situation at his business and feels that he has gotten positive feedback from his customers. He thanked Borough Council for their efforts on behalf of the downtown business community.
- ◆ Bill Dunkelberger, 125 East Main Street – Cabin Crafts, addressed Borough Council on the positive impact that the two-hour parking is having on his business. He asked Council to consider not eliminating the two-hour parking on his block due to the fact that only three businesses are located on that section of East Main Street.
- ◆ Chief Seagrist asked United Water representative to address concerns over the recent water service outage.

GUESTS:

John Hollenbach, General Manager, and Art Myers, Superintendent of the Mechanicsburg facility, of United Water were present to address concerns of Borough Council over the recent water outage of June 29th. Mr. Hollenbach explained the series of events that lead up to the disruption in service and insured Borough Council that steps are in place to see that better communication will occur in the event of a future emergency situation. Mr. Hollenbach indicated that a list of contact people has been distributed to Borough Personnel and Emergency Service personnel. United Water has also updated its list of contacts for the Borough, and will see that information is distributed to these individuals in the event of an emergency. Much discussion followed on the events of June 29th, and steps that will be taken to improve communication and cooperation in the future.

CORRESPONDENCE:

- (1). Cumberland County Commissioners sent correspondence looking for a letter of support for a grant to study of the Interstate 81 corridor in Cumberland County and the potential development of a business park. Councilman Eichelberger stated that this was discussed at the COG meeting last evening and a vote was taken on support with 3 members for and 4 against and 7 members abstained. The Solicitor has reviewed the document and noted that one of the objects of the study is to propose an overlay zoning district for the corridors affected by Interstate 81. The study proposes one business park, of which the location is not indicated. The Resolution is ambiguous about the commitment of Borough funds. A letter of support is not binding in any way. A discussion followed on the information received, and after discussion it was decided that Borough Council will take no action on this matter this evening. The Manager was directed by Borough Council to send a letter, stating the Borough position of non-commitment due to the lack of time to review the issue.
- (2) A letter was received from the Borough of Carlisle regarding a meeting regarding improving relationships with your volunteer fire company. Copies will be distributed to Council and interested individuals should respond to Manager Stough.
- (3) A Special Events/Parade application was received for a block party on the 900 block East Coover. The Manager

asked if Borough Council would like letters sent to the adjacent property owners, so this item can be added to the agenda for action at the August Council meeting. President Rider indicated that the Borough staff should send letters to the homeowners in the 800- 900 block of East Coover Street.

- (4). United Way would like to erect banners on PP & L poles in the downtown Mechanicsburg business district during their Capital campaign this fall. Council had approved this activity last August. After discussion, the Manager was directed to compile some additional information and place this item on the agenda for the August meeting.

APPROVAL OF MINUTES: Councilman Whitcomb moved, Councilman Winchell second, approval of the minutes of the June 18, 2002 Regular Council meeting as submitted. The motion carried, 7:0.

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

MANAGER'S REPORT:

The Manager had no report.

MAYOR'S REPORT

- ◆ July 8th the Mayor attended the Crime Watch meeting.
- ◆ Mayor attended the first Steering Committee meeting with Delta Development on July 10th.
- ◆ The Mechanicsburg Museum Association will hold its 8th Annual Sunflower Garden Tour and Flower Show. A special display of collections of Museum Board members will be featured through September 7th.

Trivia Question: We have been told the Borough of Mechanicsburg is approximately two square miles. If you walked the perimeter of the Borough, how many miles would you have walked?

Answer: The answer is 51,539.79 feet or 9.7 miles. President Rider had the closest answer with 9.8 miles.

CHIEF OF POLICE REPORT

Lieutenant Myers reported that the monthly report was distributed, and she was available to answer any questions. President Rider thanked Lieutenant Myers and congratulated her on her recent well deserved promotion to the Lieutenant position.

SOLICITOR'S REPORT

The Solicitor had no report.

FIRE CHIEF REPORT

Chief Seagrist reported that a new engine specification meeting was held on July 11th. Hose testing will begin tomorrow and July 22nd and 23rd ladders will be tested. July 24th there will be pump maintenance done on the Borough engines.

COUNCIL COMMITTEE REPORTS

Recycling Committee: Winchell: NONE

Finance-Appropriations-Insurance: Rider: NONE

Health-Recreation: Rider: NONE

Public-Safety-Highway: Eichelberger: Councilman Eichelberger reviewed the memo from Chief Spotts regarding the request for a traffic study at the intersection of Walnut and Allen Streets.

Public Communications: Eichelberger. NONE

Ordinance-Administration-Legislative Action: Seagrist: Councilman Seagrist reported that he is still compiling information on the proposed cost of living adjustment for retired non uniform Borough Employees. He will be receiving information from the Borough's of Elizabethtown and Lititz.

Property-Building: Ritter: NONE

School Board: McDermott. NONE

Community Development: McDermott: Councilman McDermott would like to schedule a Downtown Committee meeting for July 29th to discuss the two hour parking issue. Meeting will begin at 7 p.m. at the Senior Center. Tuesday, August 6th, will be the annual night out against crime from 7 p.m. to 10 p.m. Councilman McDermott encouraged residents to take this opportunity to turn on their porch lights and get to know their neighbors. Brethren in Christ church will be holding community get together the next few Wednesdays from 6:30 to 7:45 at Memorial Park. The School Board is meeting to revise their budget this evening.

W.S.C.O.G.: Ritter: Councilman Ritter reported that a planning retreat has been scheduled for September 21st. Councilman Eichelberger noted that the COG auction is scheduled for July 24th at 9:00 a.m. at Sporting Hill Elementary School. COG is preparing a grant application for a joint appeals board in conjunction with the State Wide Uniform Construction Code. A planning initiative is being undertaken to plan for the future direction of COG as a service organization for Local Municipal Governments. Councilman Eichelberger explained the planning process to Council and encouraged them to participate in the survey and planning process. The Manager will distribute copies of the survey to Council members. Councilman Eichelberger also brought to Council's attention that the County is considering changing the way in which cell towers are assessed for tax purposes as a result of the efforts of the Council of Governments. Councilman McDermott informed Borough Council of a new public service announcement that will be airing in September encouraging volunteer fire service. Councilman McDermott also reported on House Bill 1924 which is in the Senate and would allow the schools to offer as a credit course emergency service and fire fighting classes. Councilman Eichelberger reported on the efforts of COG to get representation on the Harrisburg Area Transportation Committee or on the County Planning Commission to give Local Governments a voice in the transportation issues that face the Harrisburg and West Shore Areas.

Fire Committee: Winchell: Councilman Winchell reported on the Fire Committee meeting held June 15th at Citizens Fire and Rescue. The Committee was updated on the progress of the Fire Engine specification committee. Chief Seagrist report on the job description preparation. Eight businesses to date have signed up for the fire fighter discount card program. The Cumberland County Fire Plan was reviewed and discussed. Standard Operation Procedures were discussed and a committee will be formed to review the procedures to insure uniformity. Beth Burkholder's role in the safety procedures and the recording and distributing of medical information was discussed, and it was requested that she attend a fire committee meeting to answer some safety questions for the committee. The housing of Truck 8 was discussed at length by members of both Fire Companies. Councilman Winchell made a motion that Washington Fire Company be assigned control of Truck 8 in regard to the day to day operation and maintenance. Councilman Ritter seconded the motion. Discussion followed on both sides of this issue. Councilman McDermott stated that he would like to see the truck operated jointly by members of both companies. Fire Chief Seagrist spoke in favor of giving control of Truck 8 to the Washington Fire Company, due to their support of the truck over the years. After some additional discussion, President Rider called for a vote on Councilman Winchell's motion to assign control of Truck 8 to the Washington Fire Company. The motion passed by a vote of 4:3. Voting yea: Eichelberger, Rider, Ritter, Winchell Voting nay: McDermott, Seagrist, Whitcomb. The Next Fire Committee meeting will be September 23rd at 7:00 p.m. at the Washington Fire Company.

Agenda Items:

- ◆ **Award of bid for work at the Soldier and Sailor Park.**
Manager Stough reviewed the Recreation Commission bids with Borough Council. Councilman Eichelberger made a motion to award the Site Improvement and Building Contract to Premier Construction Group, Inc. in the amount of \$119,202; to award the HVAC/Plumbing Contract to Wilbur Plumbing and Heating in the amount of \$42,000; to award the Electric Contract to Bruce Barclay Electric in the amount of \$27,600. contingent upon review of the bid packets by the Borough Solicitor. President Rider seconded the motion, which passed with all in favor. (Bid tabulation attached)
- ◆ **Award of bid for Brandy Lane Paving Project.**
Manager Stough reviewed the bids for this project with Borough Council. Councilman Winchell made a motion to award the Brandy Lane Paving Project to Pennsy Supply in the amount of \$47,907.42. Councilman Eichelberger seconded the motion, which passed by a vote of 7:0. (Bid Tabulation attached)
- ◆ **Action on the Mechanicsburg Commons subdivision and land development plan.**
Mark Hughes was present to represent this subdivision and land development plan. He presented Council with a request for a time extension of 90 days to comply with stormwater requirements and indicated that he would be making some waiver requests in the near future. This is the first time extension request on this submission. After some additional discussion, Councilman Seagrist made a motion to accept the time extension granted by Sherry Hughes on the Mechanicsburg Commons subdivision and land development plan, which will extend the time frame of action on this plan through and including October 14, 2002. Councilman Eichelberger seconded the motion, which passed by a vote of 7:0.
- ◆ **Review of Mulberry Bridge reconstruction project.**
Manager Stough reviewed the information available at this time with Borough Council and asked that any action be continued till the August meeting when the Engineer would have a scope of work and projected cost estimates ready for Council review.
- ◆ **Discussion on Salt shed reconstruction.**
The Salt Building at the Highway Department costs is coming in close to the \$25,000 dollar cost amount, which would invoke the need for prevailing wages guidelines to be activated. The possibility of getting some of the supplies donated may bring the project in at a cost of well under the \$25,000 mark. The Manager asked for a recommendation

of Borough Council to move forward with this project in the same manner as the roof project at the Highway garage was handled last summer. The Borough will act as General Contractor purchasing the needed supplies and providing a portion of the labor by Borough Staff. Some of the labor would have to be contracted, and three quotes would be obtained from contractors for the work needed. The outside labor costs would be less than \$10,000, so a bid would not be required for this in house project. Councilman Ritter made a motion to approve the construction project for the highway department salt shed reconstruction as an in house project with total material and labor costs not to exceed \$25,000. Councilman Seagrist seconded the motion, which passed by a vote of 7:0.

◆ **Update on the formation of steering committee for the strategic plan.**

Councilman McDermott reported on the first meeting of the Steering Committee held last week at the Senior Center. The next meeting of this group will be scheduled in mid August. The final report on this project is projected to be available to Council by mid October. Manager Stough reported that a stake holder interview meeting would be scheduled for July 31st with the Steering Committee. Council needs to discuss the composition of the other stake holder interview groups and get back to Delta Development with that information.

◆ **Discussion on Street Sweeping in regard to the drought situation.**

Manager Stough noted that drought regulations are still in force, however, there is a lot of grass on the roadways and a one time Borough wide street sweeping may help to alleviate this problem. President Rider made a motion, Councilman Seagrist second, to approve the Borough highway department to sweep all Borough streets once. The motion passed unanimously. Councilman Eichelberger made a motion, seconded by Councilman Winchell, to continue sweeping only during rain until the drought restrictions are lifted. The motion passed by a vote of 5:2, voting yea: Eichelberger, McDermott, Ritter, Whitcomb, Winchell. Voting nay: Rider, Seagrist.

◆ **Consider action on the resignation of Officer Michael Cranga.**

Manager Stough stated that the resignation of Officer Michael Cranga has been received, effective July 24th. Councilman Whitcomb made a motion to accept, with regret, the resignation of Officer Michael Cranga, effective July 24th 2002. Councilman Eichelberger seconded the motion, which passed by unanimous vote.

◆ **Consider appointment of member to Civil Service Commission.**

Councilman Eichelberger made a motion to appoint W. Kirk Corlis, 600 South York Street, to fill the vacant position on the Civil Service Commission, which expires December 31, 2002. President Rider second the motion, which passed with all in favor.

◆ **Consider directing Civil Service Commission to establish a new eligibility list for Patrol Officers.**

Councilman Whitcomb made a motion to direct the Civil Service Commission to establish a new eligibility list for Patrol Officers. Councilman Seagrist seconded the motion, which passed by a vote of 7:0.

◆ **Consider appointment of two members to the Shade Tree Commission.**

Councilman McDermott made a motion to appoint Maureen A. Fritz, 212 East Simpson, to the Shade Tree Commission for a term to expire December 31, 2006 and to appoint Roger W. Kitchen of 821 North Arch Street to the Shade Tree Commission for a term to expire December 31, 2004. Councilman Winchell seconded the motion, which passed by a vote of 7:0.

◆ **Review of Comcast Franchise agreement provision to have West Shore COG act as compliance officer.**

Manager Stough asked Borough Council if there were any concerns with the draft that was provided. Since no issues were raised, Manager Stough will advise Mr. Cohen to proceed as per the draft reviewed by Borough Council.

◆ **Update on sidewalk and curb reconstruction project and repair of the Museum Association sidewalk.**

Project is moving along well. Joan Quick of the Museum Association will be meeting with the Manager to discuss the repair of the sidewalk and the museum may be requesting some assistance from the Borough with this repair project.

◆ **Approval of Fire Company Allotment disbursements.**

Manager Stough asked for approval of allotment disbursement to the two volunteer Fire Companies. Councilman Whitcomb made a motion to disburse the allotments to the Fire Companies as budgeted. Councilman Winchell seconded the motion. Councilman Seagrist asked if the allotment amounts would be adjusted due to Washington Fire Company taking the additional responsibility for Truck 8. After some discussion, it was decided that the motion would stand at amount designated as part of the approved 2002 budget. The motion passed by a vote of 7:0.

APPROVAL OF EXPENDITURES PAID: Councilman Winchell moved, Councilman Seagrist second, approval of expenditures paid from June 1, 2002 through June 30, 2002 in the amount of \$150,059.77. The motion carried unanimously.

GUESTS:

Ron Blauch, 215 South Broad Street, asked why the Mechanicsburg Commons plan was granted a subdivision. President Rider noted that the Borough Engineer had comments on the submission, which would require additional time for the Hughes to address. Solicitor Schorpp added that the law requires that the Borough deal in good faith with developers, and the requested time extension is normal for this scope of development.

ANY OTHER BUSINESS:

Councilman McDermott added that he has received an e-mail on ballfield signage from Jeff Shatzer of Mechanicsburg Little League. Manager Stough added that copies of that e-mail would be included in this weeks Council packets. Councilman Whitcomb asked the Manager about the paving work on Williams Grove Road. Manager Stough reported that PennDOT had contracted the work and we did not have a completion date at this time. Councilman McDermott brought to Council's attention that Finkebinder Field was mentioned as one of the best places to watch Little League ball in the Sunday Patriot News. Mayor Ritter noted that PennDOT has already placed traffic counters at Walnut and Allen Streets.

ADJOURNMENT: With no further business to come before Council, President Rider adjourned the meeting at 9:10 p.m., with a brief executive session on a personnel matter to follow with no action to be taken.

A handwritten signature in black ink that reads "Jonathan Stough". The signature is written in a cursive, flowing style.

Jonathan S. Stough
Borough Manager

Borough Council Minutes
 July 16, 2002
 Attachment A

Bid Tabulation

Project Name: Soldier and Sailor Memorial Park
 Project No.: 01MAR-01
 Date: June 27, 2002

Contract No. 1 - Site Improvement and Building Contract

	Premier Construction Group, Inc.	NPJ Construction, Inc.	Lobar Associates, Inc.
Contract	X	X	X
Bid Bond	X	X	X
Non-collusion Affidavit	X	X	X
Bidder Qualification Form	X	X	X
Base Bid \$	\$139,742.00	\$153,396.00 *	\$169,854.00
Deduct Alt. No. S-1 Barbecue Grills	\$550.00	\$1,100.00	\$819.00
Deduct Alt. No. S-2 Picnic Pavilion	\$14,975.00	\$18,100.00	\$14,226.00
Deduct Alt. No. 3 Aggregate Walk and HC Parking Spaces	\$5,015.00	\$5,931.00	\$4,449.00
Base Bid Minus Deducts	\$119,202	\$128,265	\$150,360

* Note: YSM has calculated the total of items 1-19 for the base bid to be \$152,396.26.

Contract No. 2 - HVAC/ Plumbing Contract

	Wilbur Plumbing and Heating, Inc.		
Contract	X		
Bid Bond	X		
Non-collusion Affidavit	X		
Bidder Qualification Form	X		
Base Bid \$	\$42,000.00		

Contract No. 3 - Electric Contract

	BBEC, Inc.	SECCO, Inc.	
Contract	X	X	
Bid Bond	X	X	
Non-collusion Affidavit	X	X	
Bidder Qualification Form	X	X	
Base Bid \$	\$38,000.00	\$38,700.00	
Deduct Alt. No. E-1 Picnic Pavilion Service and Fixtures	\$10,400.00	\$10,500.00	
Base Bid Minus Deducts	\$27,600	\$28,200	

Bid Opening
Brandy Lane Resurfacing Project

Contract 2002-1

Date: July 9, 2002

Time: 1 p.m.

In Attendance: Craig Yinger, Highway Superintendent
Mark Bruening, Borough Engineer
Greg Rogalski, Pennoni Associates
Jonathan Stough, Borough Manager/Secretary

At 1 p.m. the two bids that were submitted were read aloud.

The first bid was from Pennsy Supply. It was acknowledge that included in the proposal was a Certificate of Insurance and a bid bond for ten percent (10%) of the bid amount. The bid amount was forty seven thousand nine hundred seven dollars and forty two cents (\$47,907.42).

The second bid was from Hempt Brothers Inc. It was acknowledge that included with the proposal was a Certificate of Insurance and a bid bond for ten percent (10%) of the bid amount. The bid amount was fifty thousand nine hundred fifty seven dollars and eighty cents (\$50,957.80).

After reviewing both bid packets it is my recommendation to Council that the bid for the Brady Lane Resurfacing bid be award to Pennsy Supply and that the proper documents be signed and forward to Pennsy Supply, so that the contract can be executed and the work can be scheduled.

Respectfully Submitted,



Jonathan S. Stough
Borough Secretary