

BOROUGH OF MECHANICSBURG BOROUGH COUNCIL MEETING
36 West Allen Street - Mechanicsburg, PA 17055-6257
November 15, 2016 – 7:30 PM

CALL TO ORDER

President Whitcomb called the meeting to order at 7:30 PM. President Whitcomb announced that Borough Council held a Finance Committee Meeting and Executive Session at 4 PM this evening.

PLEDGE OF ALLEGIANCE

President Whitcomb led the Pledge of Allegiance to the Flag.

ROLL CALL

Present were President Whitcomb, Vice President Winchell, Councilmen Anthony, Miller, Pellman, Stoner and Weber, Jr. Councilperson Hockensmith, Mayor Ritter, Solicitor Coyne, Engineer Rogalski, Chief Myers, Chief Seagrist, Manager Ciecierski and Assistant Manager Boyer. Public as per list attached.

GUESTS

Members of the Citizens Recycling Committee, Carl Hursh, Diane Hollinger and Cece Viti were in attendance to present the 2016 Commercial Recycling Award. Mr. Hursh noted that this is the sixth year that the Committee has recognized a local business for excellence in recycling. Mr. Hursh stated that Mission Central is different that past recipients as they focus on reuse, repurposing and redistributing of materials, an area of recycling that is often overlooked. Mr. Rob Visscher, Executive Director, was present to accept the award on behalf of Mission Central. Mr. Hursh stated that Mission Central has three ministries that focus on re-use. Their Computer Ministry takes donated computer equipment and rehabilitates and redistributed the equipment to over 40 countries. The New Digs Ministry collects donated household items and has redistributed them to over 2,500 families in need throughout Central PA. Project CURE distributes durable medical equipment, such as recycled wheelchairs and walkers to communities in the United States and more than one hundred thirty developing countries. All of this is happening right here in Mechanicsburg. The materials reused and repurposed would otherwise go into our landfills. Mr. Hursh presented Mr. Visscher with the award and thanked Mission Central for their efforts and service to Mechanicsburg. Mr. Visscher thanked the Committee for the award on behalf of the Board of Directors of Mission Central and thanked the community for their continued support.

Brian Haines and Eric Query, of the Historic Architectural Review Board presented the 2016 HARB awards. Mr. Haines noted that this is the fourth year for the awards. Mr. Haines stated that the Board strives to recognize residents who are good stewards of the Borough's historic properties and help to preserve Mechanicsburg's history for future generations. Mr. Haines stated that this year the Board is presenting four awards, two Certificates of Recognition and two Certificates of Excellence. Mr. Haines noted that each Certificate has a picture of the property and is signed by Mayor Ritter.

The recipients of the Certificate of Excellence award will also receive a cast bronze plaque which can be affixed to the home or business. The first award is a Certificate of Recognition to Michael and Karen Fox of 414 East Main Street. Mr. and Mrs. Fox were unable to be present this evening. The other Certificate of Recognition is for Patlin Properties for 407 East Main Street, for their recent acquisition and renovation. ????? was present to accept the award on behalf of Patlin Properties. Mr. Haines then presented a Certificate of Excellence and plaque to James and Rebecca Lawson for their property at 700 South Market Street. Mr. and Mrs. Lawson were present to accept the award. Mrs. Lawson noted that their home was built on the highest point in Mechanicsburg when it was constructed in 1850 and shared some of the history of their home. The final award was presented to the Union Church, 51 East Main Street. The Board of Trustees of the Union Church was present to accept the award. Manager Ciecierski photographs all the award recipients this evening and noted that pictures would be posted on the Borough website.

CITIZENS COMMENTS/REQUEST

None.

ADDITIONS TO THE AGENDA

None.

APPROVAL OF THE AGENDA

Vice President Winchell made a motion to approve the agenda as presented. Councilman Anthony seconded the motion, which passed with all in favor.

CORRESPONDENCE

Manager Ciecierski stated that a letter was received from the Wildcat Foundation seeking donations for their silent auction and an invitation to attend Wildcat Night on February 24th from 6 to 10 PM at the Radisson. Manager Ciecierski stated that a letter was received from Landmark Homes with an update on the state permit process for the Legacy Park Development. The Developers Agreements are currently being reviewed by the Solicitor and Engineer and they are still working on the sewer pump station design and they have had to make some changes required by Suez Water. The time extension on the plan, which Planning Commission has given conditional approval, expires December 23rd.

APPROVAL OF MINUTES

Councilman Anthony made a motion to approve the minutes of the November 1, 2016 Town Hall and Regular Council meeting, as presented. Councilman Miller seconded the motion. The motion passed with all in favor.

THE MANAGER REPORTS

None.

THE MAYOR REPORTS

Mayor Ritter submitted the following written report:

October 20 th	The Hummel Miniature Flea Circus entertained at the Cosmopolitan Club's annual banquet held at the Radisson Hotel
October 23 rd	Honorary Chair for the 45 th Annual 5K Crop Hunger Walk here in Mechanicsburg
October 23 rd & October 28 th	Officiated weddings at Strock's Farm
November 2 nd	With the help of Borough Manager Roger Ciecierski and Chico the Mind Reading monkey we collected the yearly rent of \$1.00 for the Senior Center from Messiah Lifeways
November 3 rd	Officiated a wedding at the Union Church
November 4 th	Attended the Bridge Dedication Ceremony to honor Marine Corporal Jonathan Dean Faircloth killed March 29 th 2011. A marker will be placed at US Route 15 where it crosses SR114
November 11 th	Mechanicsburg Area Veterans Council held the Annual Veterans Day Program at the Mechanicsburg Cemetery
November 14 th	Crime Watch guests from NSA Navy Support Activity. Start up, security and interacting with surrounding communities were discussed. Chris Clever, Public Affairs Officer and Vic Felder, Federal Police Officer were the presenters

Trivia Question: Why does the Hummel Miniature Flea Circus use the name Hummel?

Answer: George Hummel was the Mechanicsburg Burgess during the Civil War, he was into politics, Poly means many and fleas are blood sucking insects.

THE CHIEF OF POLICE REPORTS

Chief Myers reported that over the past few months, the Department has had a half a dozen saves using Narcan at opioids overdose incidents. Chief Myers reported that Officer Justin Shutt has been selected to handle the new K-9 Unit and she anticipates the dog will be selected Friday.

THE SOLICITOR REPORTS

None.

THE ENGINEER REPORTS

None.

THE FIRE CHIEF REPORTS

Fire Chief Seagrist reported that the Fire Department responded to 35 calls in October, 25 in the Borough and 10 mutual aid. Chief Seagrist attended the Fire Finance Committee meeting and the Borough Department Head meeting. Chief Seagrist also reported that he held a Borough Fire Officers meeting. Chief Seagrist stated a Committee was created to update the Fire Department Standard Operation Guidelines as part of the Department merger and reviewed the process being followed to complete that task. Chief Seagrist stated he completed the year in review and provide it to the

Borough Manager for inclusion in the Borough Annual Report. Last year the Fire Department responded the 378 alarms, of which 204 alarms were in the Borough and there was an estimated loss of \$183,750.

JR COUNCIL PERSON REPORTS

Junior Councilperson Hockensmith reported that this past weekend the band and color guard traveled to MetLife Stadium for Nationals where they placed second. The fall play will be held this upcoming weekend, tickets are sold at the door for \$7.00 and the play is Midsummer Night's Dream. Performances are at 7:30 Thursday through School from 10 AM to 2 PM. Winter sports practices will begin at the end of this week.

AGENDA ITEMS:

Discussion and Possible Action on the Certificate of Appropriateness for 217 East Locust Street for Roof and Siding Replacement.

Councilman Stoner made a motion to approve the Certificate of Appropriateness for Roger and Lisa Ciecierski for siding and roof replacement. Councilman Weber seconded the motion, which passed with all in favor.

Discussion and Possible Action on the Waivers Requested by Keystone Fleet for their Land Development Plan.

Manager Ciecierski stated that Borough Council received a memo from the Planning Commission outlining the requested waivers, which he reviewed with Borough Council. Vice President Winchell made the motion to approve the waiver requests one through eight for Keystone Fleet as outlined in the memo from the planning Commission dated October 26, 2016 (attached). Councilman Anthony seconded the motion. Solicitor Coyne noted that the applicant is present this evening to address the conditional waivers and answer any questions from Borough Council. The motion passed with all in favor. Solicitor Coyne reviewed the proposed motion and the conditions of the waivers for Keystone Fleet, condition upon the applicant enters into the deferment agreement in regard to the installation of sidewalk and curbing, and the agreement for a fee in lieu of the installation of the shade trees. The applicant, Lee Royer, agreed to those conditions for the two waivers. Councilman Weber made a motion to approve the two conditional waivers for sidewalk and curbing, and shade tree installation as per the conditions specified by Solicitor Coyne and agreed to by the applicant. Councilman Miller seconded the motion. Vice President Winchell asked for clarification on the conditional approval related to curbing and sidewalk. Solicitor Coyne stated that the applicant will not be installing curb or sidewalk at this time, but agreeing to install them at a future date if Council so requests. After discussion, the motion passed with all in favor.

Discussion and Possible Action on the Land Development Plan for Keystone Fleet - 277 Mulberry Drive.

Solicitor Coyne noted that the motion should be contingent upon the applicant addressing all outstanding engineering comments and execution of the developer's agreement, establishment of financial security and payment of any outstanding invoices and fees. Councilman Stoner made a motion to for Conditional approval of the Land Development Plan for Keystone Fleet, 277 Mulberry Drive, contingent upon the applicant addressing all outstanding engineering comments and execution of the developer's agreement, establishment of financial security and payment of any

outstanding invoices and fees. Councilman Weber seconded the motion. The motion passed without discussion and with everyone voting in favor.

Discussion and Possible Action on Resolution 16-2016 in Memory of Frank Sudak.

Councilman Pellman made a motion to adopt Resolution 16-2016 in memory of Frank Sudak. Councilman Weber seconded the motion which passed with all voting in favor. President Whitcomb requested staff contact the Sudak family and have them come in to receive the Resolution at the next Council meeting.

Discussion and Possible Action on Resolution 17-2016 Setting the Non-Uniform Pension Contribution for 2017 at 2.5%.

Councilman Stoner made a motion, second by Vice President Winchell, to adopt Resolution 17-2016 setting the Non Uniform Pension Contribution for 2017 at 2.5%. Councilman Pellman asked if that is the same as last year. Boyer stated that it is and it is set by the Local 158 contract. The motion passed with all in favor.

Discussion and Possible Action on Resolution 18-2016 Setting the Uniform Pension Contribution of 2017 at 4.75%.

Vice President Winchell made a motion to adopt Resolution 18-2016 setting the Uniform Pension Contribution for 2018 at 4.75%. Councilman Stoner seconded the motion, which passed with all in favor.

Discussion and Possible Action to Approve Advertisement of the Sunshine Notice for 2017.

Councilman Pellman made a motion to approve advertisement of the Sunshine Notice for 2017. Councilman Weber seconded the motion, which passed with all in favor.

Discussion and Possible Action to Set a Date for Trick or Treat 2017, as either Thursday, October 26th or Tuesday, October 31st, from 6 to 8 PM.

Staff noted that they are requesting a date be set so that it can be included in the Annual Report. Discussion followed about the fact that this year the Borough's date did not correspond with other municipalities in the area. President Whitcomb stated that the Council of Governments usually set a date for Trick or Treat. Councilman Pellman stated he would like to wait for that date to be set. After discussion, Councilman Stoner made a motion to table and Councilman Pellman seconded the motion.

Discussion and Possible Action to Advertise the 2017 Proposed Budgets.

President Whitcomb stated that this item will be deferred until after the completion of the Finance Committee Meeting to be continued at the conclusion the Council meeting. Borough Council will reconvene the Council meeting to take action on this at that time.

Approval of Expenditures from October 1, 2016 through October 31, 2016.

General: \$ 502,626.18	Fire: \$87,568.72	Highway: \$ 13,515.32
Pool: \$ 223.06	Sewer: \$54,008.17	

Councilman Stoner made a motion to approve the expenditures from October 1, 2016 to October 31, 2016. Councilman Pellman seconded the motion, which passed with all in favor.

CITIZEN COMMENT

None.

ANY OTHER BUSINESS

Councilman Anthony noted that the Chamber of Commerce Annual Tree Lighting will be held next Friday at 5:00 PM.

RECESS

The time being 8:05 PM, President Whitcomb stated that at this time Borough Council will recess the regular meeting to continue the Finance Committee.

RECONVENE

At 9:05 PM, President Whitcomb reconvened the Borough Council meeting.

Vice President Winchell made a motion to authorize Borough Staff to advertised the proposed 2017 budget, with the modifications made by the Finance Committee, for action at the December 20, 2016 Borough Council meeting. Councilman Anthony seconded the motion, which passed with all in favor.

ADJOURN

At, 9:15 PM President Whitcomb adjourned the meeting.

A handwritten signature in black ink, appearing to read 'R. Ciecierski', written in a cursive style.

Roger Ciecierski,
Borough Secretary

INTEROFFICE MEMORANDUM

TO: BOROUGH COUNCIL
FROM: ROGER CIECIERSKI, BOROUGH MANAGER/CODES & ZONING OFFICER
SUBJECT: FINAL LAND DEVELOPMENT PLAN – KEYSTONE FLEET SERVICES – 277 MULBERRY DRIVE
DATE: OCTOBER 26, 2016
CC: GLENDA BOYER, ASSISTANT BOROUGH MANAGER

At the regular meeting of the Planning Commission held on Monday, October 24, 2016, the Planning Commission discussed the Final Land Development Plan for Keystone Fleet Services at 277 Mulberry Drive. After reviewing the plan and discussing it with the applicant's engineer, the Planning Commission voted to recommend that Borough Council approve the following waivers as requested:

1. Preliminary plan submission is required (Section 22-405).
2. Provide Sewer Facilities Planning Module or exemption (Section 22-508).
3. Provide Traffic Impact Study (TIS) (Section 22-512).
4. Provide an Archaeological/Historic Resources Study and Report (Section 22-518).
5. Provide Landscape Plan for yard areas and other areas not used for buildings, parking lots, driveways, sidewalks and other paved areas (Section 22-604.F.4).
6. Stormwater basins located in known sinkhole-prone areas are required to be lined to prevent infiltration into the ground (Section 26-125.5).
7. Use of groundwater recharge systems as a primary rate control method will only be permitted in cases where the applicant has demonstrated that alternative facilities are not possible and the area is not a known sinkhole-prone location (Section 26-125.6).
8. Stormwater Management Facilities in karst areas shall include watertight gasketed joint conduits or adequately lined drainage swales, watertight gasketed joint stormwater conduit. All pavement curbs and gutters, manholes and inlets shall be sealed (Section 26-307.3A, B & D). The applicant shall provide plan notes and/or details, as appropriate, specifying watertight gasketed joint stormwater conduits (i.e. roof leaders); provisions if rock is encountered; and sealing of pavement curbs and gutter (Section 26-307.A, B & D).

Additionally, the Commission voted to recommend that Borough Council approve the following waivers under the condition that the applicant executes a curb and sidewalk agreement:

1. Provide sidewalk along Mulberry Drive (Section 604.F.2).
2. Curbing shall be provided for the full length of all streets (excluding alleys) (Section 22-604.F.6).

Finally, the Commission voted to recommend that Borough Council approve the following waiver under the condition that the applicant pay the Borough \$750.00 (\$250.00 for each of three street trees):

1. Provide Shade Trees along Mulberry Drive (Section 604.F.3).

With respect to the actual plan, the Planning Commission voted to recommend that Borough Council approve the Final Land Development Plan for Keystone Fleet Services at 277 Mulberry Drive under the following conditions:

1. The applicant must address all outstanding comments from Engineer Rogalski's memo dated October 20, 2016 (attached for your reference).
2. The applicant must pay all outstanding fees, including engineering bills, due the Borough of Mechanicsburg.

Should you have any questions or concerns regarding this information, please feel free to contact me via phone at 691-3310 ext. 101 or via email at rciecierski@mechanicsburgborough.org. Thank you for your time and consideration.