

MOUNT JOY BOROUGH COUNCIL
May 2, 2016 Minutes

The Mount Joy Borough Council held its regular meeting on May 2, 2016, at the Mount Joy Borough Office.

President Glessner called the meeting to order at 7:00 pm.

Roll Call- Present were Councilors Deering, Ginder, Glessner, Millar, Murray, Reese, Seidel, Smeltz, Youngerman, and Mayor Bradley. Also present were Borough Manager, Scott Hershey; Public Works Director, Dennis Nissley; Police Chief, Maurice Williams; Codes and Zoning Officer, Stacie Gibbs; Administrative Assistant, Andrea Zell.

Mayor Bradley gave the invocation, and the Pledge of Allegiance followed.

Glessner announced there would be an executive session to discuss personal matters following the meeting.

On a **MOTION** by Youngerman, and second by Murray, approval was given to accept the agenda for the May 2, 2016, Council meeting. *Motion carries unanimously.*

Special Recognitions

Mike Fitzgibbons, Chief of the Susquehanna Valley Emergency Management Services (EMS), presented a certificate of recognition to Detective, Kyle Hosking; Police Officer, Mason Shelly; Police Officer, Tyson Woods; Emergency Medical Technician, Elizabeth Stettler; Paramedic, Eric Shirey and Captain, Adam Marden. These individuals saved the life of Don Roden on February 2, 2016.

Mayoral Recognitions

Mayor Bradley presented a certificate of recognition to Sergeant, Scott E. Drexel for Police Officer of the year.

Mayoral Proclamations

Mayor Bradley declared May 15-21, 2016, Police week. Bradley encouraged all citizens to observe May 15, 2016 as Peace Officers Memorial Day in honor of those who have lost their lives or become disabled in the performance of their duties.

Mayor Bradley declared May Building Safety Month.

Public Input Period

Ned Sterling, 13 W. Main Street, asked if Council consider the walkability study. Glessner said it has been discussed. Hershey said there was a presentation planned for the walkability audit tonight but due to conflicts with scheduling it has been postponed. Sterling asked if the planter in front of the Post Office will be repaired from the damage done during the snow plowing. Nissley said it was done yesterday. Sterling asked about item 12.A on the agenda in regards to the weight restriction on the Jacob Street bridge. Hershey said since it is closed, there is no need to have a weight restriction.

Report of Mayor

Mayor Bradley provided and reviewed a written monthly report for April. Mayor Bradley said the event held on April 21, 2016, Heroin, A Community Conversation, was well attended by residents and elected officials.

Report of the Chief of Police

Maurice Williams, Jr. Police Chief, provided and reviewed a written monthly report for March 15, 2016, through April 14, 2016. The report showed 37 traffic arrests and 37 criminal arrests for the month. There were 71 UCR reportable incidents and 430 CAD incidents for the month, with a total of 1370 incidents year to date. Monies collected by the Police Department for the month for tickets, permits, reports, and services totaled \$5,122.57.

Williams said the order was placed for the radar speed signs and there will be a 6-8 week lead time until the product will be delivered.

Seidel commended the Police department for the number of closed cases this month.

Report of Fire Department Mount Joy (FDMJ)

Philip Colvin, Fire Chief, FDMJ, provided and reviewed a written monthly report for March.

Bob Lutz, Building Renovations Chairman, reported on the status of the FDMJ renovations, saying the building renovations are in the hands of the contractors. Reese asked what the plan is for the gym. Lutz said the gym is located upstairs and the plan is to move it downstairs.

Barry Leber, Truck Committee Chairman, said they have sent out requests for proposals to three manufacturers.

Gibbs asked which contractor was providing the quote for the construction. Colvin said SM Johns and Son Construction. Murray asked what is he expected cost for the ladder truck. Colvin said 1.1 - 1.3 million dollars.

Report of Susquehanna Valley Emergency Management Service (SVEMS)

Mike Fitzgibbons, Chief of SVEMS, provided and reviewed a yearly report from April 2015- April 2016.

Fitzgibbons said the unit stationed at the Church Street location is a 24/7 mobile intensive care unit. The unit is dispatched from the county 911 center for class one calls. SVEMS ran 762 calls from April 1, 2015 – April 1, 2016. Fitzgibbons said an extra unit has been added from 8am- 9pm due to the increase in calls in the Borough. He said the goal for class one response time is 9 minutes or less. He said SVEMS will be conducting EMT classes and community Cardio Pulmonary Resuscitation (CPR) classes at the Church Street location..

Fitzgibbons said SVEMS has been recognized by the state as being one of the leaders for pediatric care in the county. He said SVEMS went through certification processes and an inspection by the PA Department of Health.

Fitzgibbons reported that SVEMS trained 5,000 citizens in cardiac care last year. The American Heart Association (AHA) Mission: Lifeline program recognized SVEMS with the silver level award in 2014 and they will be receiving the gold level award in 2015.

Report of Main Street Mount Joy (MSMJ)

Kim Brewer, MSMJ Manager, provided and reviewed a written monthly report for April.

Brewer said the board members are participating in training and the office is extremely busy. She said MSMJ added 4 new events this summer.

Report of the Milanof-Schock Library (MSL)

Barbara Basile, Executive Director of Milanof-Schock Library, provided and reviewed a report for March.

Basile said they are in the process of sprucing up the building. She said new light bulbs were recently installed throughout the Library. There are plans to replace the carpet and to paint as well. Basile said the website is being updated and it will operational by the end of the month.

Seidel asked if there are plans to add Friday hours. Basile said no. She explained that Saturday afternoon hours are more important so that MSL can meet minimum state requirements. Basile said the Saturday hours will be added once the painting is completed.

Report of Codes and Zoning Officer

Stacie Gibbs, Codes and Zoning Officer, provided and reviewed a written monthly report for April.

Reese asked about the purpose of a stormwater exemption permit. Gibbs explained that it is a requirement in the Borough's Storm Water Ordinance.. When creating less than 1,000 square feet of new impervious surface a resident is required to submit a stormwater exemption permit. Gibbs said the Borough must keep track of new impervious surfaces as well as the cumulative total of impervious surface at each property.

Seidel commended Gibbs on her work in regards to 29 New Haven Street.

Report of Stormwater Officer

Ken Barto, Stormwater Enforcement Officer, provided a written monthly report for April. Hershey said DEP will be conducting an MS4 Storm Water inspection on May 12, 2016.

Report of the Borough Authority Manager

John Leaman, Authority Manager, provided a written monthly report for April. Leaman commended Gibbs for her work on 29 New Haven Street.

Report of the Borough Manager

Scott Hershey, Borough Manager, provided and reviewed a written monthly report for April.

Hershey said the January 2016 Blizzard reimbursement has been submitted to the Federal Emergency Management Agency (FEMA). Hershey said if all applications are approved the expected amount of reimbursement should be approximately \$18,000.00.

Reese asked if the estimate from Amtrak on the Jacob Street bridge exceed the consultant's estimate. Hershey responded that Amtrak's estimate exceeded the consultant's estimate by \$24,000.00. Seidel asked if there was a breakdown of the cost provided to the Borough. Hershey said Amtrak provided an estimate of man hours and cost per person to review documents.

Approval of the Minutes of the Previous Meeting

On a **MOTION** by Murray, and a second by Ginder, approval was given for the minutes from the Regular Borough Council Meeting held on April 4, 2016. *Motion carries unanimously.*

Administration and Finance Committee

There was a **MOTION** by Youngerman, and second by Murray, to approve a request by the Lancaster County Career and Technology Center Authority for a waiver of the requirement to post Escrow for plan deferral.

Hershey said the Administration and Finance Committee discussed this and does not recommend approval. He explained that this process would require tracking expenses, creating invoices and cause more administrative work. Gibbs said the fees on this deferral have been very minimal.

Motion fails with Deering, Ginder, Glessner, Murray, Seidel, Smeltz, Youngerman voting no and Millar and Reese voting yes.

John Leaman, Mount Joy Borough Authority Manager, reviewed plans for the future water plant and the financing options available. He also addressed all related questions. The Council did not have any issues with the proposal.

On a **MOTION** by Youngerman, and second by Murray, approval was given to authorize paying off the balance owed on the Borough's General Obligation Notes Series 2010 B and Series 2011, transferring \$150,000.00 from the General Fund Balance to the Capital Reserve Fund line 279.499, General Transfer Emergency and \$50,000.00 to Capital Reserve Fund line 392.438, General Transfer-Streets/Bridges.

Seidel asked if the \$150,000.00 was locked in to the Capital Fund. Hershey said Council has the ability to transfer money within the Capital Fund at any time. Reese asked what the interest rate was on the 2011 Note. Hershey said 4%. Youngerman said that the purpose of this is to save the tax payers money by reducing the debt. *Motion carries unanimously.*

Murray presented information for discussion of distribution of Council meeting packets. He said that Lancaster News Paper (LNP) has been pushing municipalities to provide all meeting packet information. LNP is requesting this information prior to the Council meeting.

Murray said Mount Joy Borough operates in accordance with the Sunshine Act and the Right to Know Law and will continue to do so. The law does not speak to distribution or timing in regards to providing information except when there is a Right to Know request submitted. It is at Council's discretion on what we would like to do. Murray offered a few recommendations. He suggested compiling a list of documents that are not public and exempt from the Right to Know Law, and when in doubt staff should contact the Solicitor. He also suggested creating 2 packets, one for the Council members and one for the public, then posting the public packet on the website no earlier than the morning of the meeting. Murray emphasized that these suggestions are offered so that Council will give feedback.

Seidel said he appreciated the suggestions. He believes creating 2 packets will only add more time and more cost and it is not necessary if we are already working within the Right to Know law.

Deering said he would be in favor of getting out as much to the public as possible. He also said a projector would be helpful for the public to be able to follow along with the meeting.

Reese said Council represents the citizens of Mount Joy. He stated that Council conducts open meetings and the website has been updated and improved. Reese said we are not reacting to our residents, we are reacting to LNP.

Mayor Bradley said he is in favor of transparency but he feels there are legitimate concerns for the staff having to make decisions regarding the preparation of the list.

Youngerman said at the next Administration Finance Committee meeting the Committee will be discussing packet distribution and there will be a time for the public to comment on this matter. Glessner asked Council to forward all comments via email only to Hershey.

Report of the Public Safety Committee

On a **MOTION** by Reese, and second by Smeltz, approval was given to enact Ordinance Number 2-16, establishing a one way traffic regulation on Apple Alley between West Main Street and Church Street, and eliminating weight restrictions on the South Barbara Street and South Jacob Street Bridges. Deering voting no. *Motion carries.*

On a **MOTION** by Reese, and second by Deering, approval was given to adopt Resolution Number 19-16 adopting the 2016 Mount Joy Borough Emergency Operations Plan and Authorizing the Borough Emergency Management Coordinator to revise the plan as needed until the next official review and update in 2018. *Motion carries unanimously.*

On a **MOTION** by Reese, and a second by Deering, approval was given to authorize Fire Department Mount Joy Fire Police to assist other departments, as requested, through December 31, 2016.

Mayor Bradley said he would like to see the motion go through without an end date as well as verbiage that says "under the approval of the Fire Chief." He said his concern is that the date could be lost in the shuffle and coverage for worker's compensation could be affected.

Ginder asked why the Public Safety Committee added the date of December 31, 2016. Reese said due to worker's compensation insurance that possibly changes yearly. *Motion carries unanimously.*

Report of the Public Works Committee

Dennis Nissley, Public Works Director, provided and reviewed the monthly written report for April.

Nissley said the Bridge Boulevard and Henry Street paving project bids will be opened on Tuesday, April 5, and if everything comes back favorable, Public Works Committee will bring it before Council to award in June. Nissley said Bruce Ave will receive oil and chip coating in June. He also said the Grandview Swale project bid opening is scheduled for May 24, 2016.

Hershey said that the Church of God has been in the process of negotiating with PennDOT regarding the Church parking lot. The Church of God was recently informed that PennDOT will be proceeding with the eminent domain process to acquire the parking lot.

Deering gave an update on work that had been completed at Kid's Joy Land (KJL). He said Zeager Brothers donated two ware mats for the swing bays, Timbers completed tree trimming and 3T, LLC verified the security system is running correctly. Youngerman said a resident had suggested that vending machines be added to the KJL park.

On a **MOTION** by Seidel, and a second by Ginder, approval was given for a request by Main Street Mount Joy to use Little Chiques Park or Mount Joy Borough Park all day on Sunday, August 14, 2016, for the Mount Joy Downtown Splashdown Event, conditioned upon MSMJ addressing all concerns and requests from the Borough and Borough Authority.

Deering said MSMJ should check with Mount Joy Athletic Association to verify that the park will not be occupied on that date. Brewer said she will do that.

Hershey said the reason for two different parks is so that MSMJ could begin preparations. He said some of the details need to be worked out and one park may work out better than the other. *Motion carries unanimously.*

Public Input Period

Ned Sterling, 13 W Main St., said he would be in favor of receiving a packet before the Council meeting. Sterling also said he understands that some documents should be omitted due to sensitive materials but he would like to have the reports. Murray said some reports are not provided until the night of the meeting. He feels it would add work to the staff to have to follow up and make sure everyone had their reports submitted. Sterling asked if the Codes report would be public. Gibbs said no. Glessner said this information would be discussed at the Administrative Finance Committee meeting. Sterling asked if the minutes could be public if they say draft. Murray said no because they are not a public document until they are approved by Council.

Barbara O'Neil, representative of First Presbyterian Church, stated that if packet information was on the website, she would review it before the meeting so that it would be easier for her to know what Council was discussing. O'Neil said she will be sending Hershey an email regarding this information.

Bob Golicher, 6 New St., stated that he has seen cars parked where the no parking signs are placed during street sweeping. He said these vehicles need to be ticketed. Golicher stressed that it is frustrating for those residents who comply and then their street ends up not being swept. Golicher asked when New Haven Street will be paved. Deering said 2018. Golicher said the trucks are

destroying the street. He said once New Haven Street is paved he would like to see signs restricting the weight limit on the street so the trucks are not allowed to use it.

Kim Brewer, MSMJ, said she will be absent from the June Council meeting but she will send a representative to attend. Brewer explained that the MSMJ packet information contains confidential financial information so the information she provides to Council needs to be filtered. This process takes time. She mentioned that all MSMJ employees, board members and volunteers are required to sign a confidentiality agreement. Brewer said if the policy for packets changes, MSMJ would need to change their policies and the way they report to Council.

Any other matter proper to come before Council

Mayor Bradley said he would like the Public Works Department to paint the curb yellow where the parking space was removed at Main Street and Marietta Ave.

Seidel asked if Administration and Finance Committee had looked at pricing structures from any other engineers. Glessner said no. Deering invite Council to the Historical Society's event Home and Garden tour on May 15, 2016.

Authorization to Pay Bills

On a **MOTION** by Youngerman, and a second by Murray, the Council approved paying the bills as presented.

GENERAL FUND	\$	208,575.89
REFUSE/RECYCLING	\$	40,348.16
CAPITAL IMPROVEMENTS FUND	\$	-
HIGHWAY AID FUND	\$	11,403.93
TAX ACCOUNT	\$	226,771.87
ESCROW FUND	\$	1,422.33
JOY LAND ACCOUNT	\$	-
GRAND TOTAL EXPENDITURES	\$	488,522.18

Reese asked if we collect the Police union dues. Hershey said yes. *Motion carries unanimously.*

Meetings and dates of importance

See the blue calendar for the month of May 2016.

Council went into Executive Session at 9:40 PM to discuss personnel matters. Executive session ended at 9:45 PM. No decisions followed.

Adjournment

On a **MOTION** by Reese and second by Seidel, Council approved adjourning the meeting at 9:45pm. *Motion carries unanimously.*

Respectfully Submitted,



Scott Hershey
Borough Manager/Secretary