

# **Public Safety Committee Meeting Minutes**

**March 25, 2019**

## **CALL TO ORDER**

Meeting called to order by Councilor Fahndrich at 18:31 Hrs.

## **ROLL CALL**

Present were: Councilor Fahndrich, Councilor Hall, Councilor Eichler, Mayor Bradley and Police Chief Williams. Also present was Borough Manager Sam Sulkosky.

## **ADOPTION OF AGENDA**

A motion to approve the agenda was made by Councilor Hall, seconded by Councilor Eichler. Motion carried unanimously.

## **PUBLIC INPUT**

None.

## **APPROVAL OF MINUTES**

A motion to approve the minutes for the Public Safety Committee meeting held on February 25, 2019 was made by Councilor Hall, with one notation that an Executive Session was held to discuss personnel matters and no decision was made per Councilor Fahndrich. Motion seconded by Councilor Eichler. Motion carried unanimously.

## **FDMJ REPORT**

FDMJ Chief Gohn was not in attendance; no report received per Chief Williams.

## **EMA REPORT**

Matt Kratz stated that his official report will be done by Wednesday, March 27, 2019 for Monday's Council meeting. Three new members were added. Staci Gibbs, Mount Joy Zoning Officer attended the Damage Reporting Training Meeting. Working on getting updates to the EOP and NARM.

## **SVEMS REPORT**

Captain Blanchflower reported that there were fifty calls in the Borough; six were handled by other providers; twelve were not transported. The firefighter that the academy was working with passed his test. They are looking for a date for CPR session for Donegal School teachers.

## **OLD BUSINESS**

### Main Street Parking

There is a meeting scheduled this week with Michael Baker. Mayor Bradley, Josh Deering, Committee Chair for Public Works and Borough Manager Sam Sulkosky will be in attendance. Main Street Mount Joy representatives have also been invited to attend.

### Main & Marietta Cross Walk Update

Councilor Fahndrich reached out to Senator Aument's office for the contact person Jake was working with, but has not yet received a response. She will reach out again.

### Facilities Use Form

Councilor Hall has nothing new to report.

### Special Event – 5K Run

ISP was developed and published; waiting for return input from principals due April 12; which is two weeks prior to race. Race is scheduled for April 27, 2019, rain or shine.

### EMS Response Time

Since the Mayor was absent last month and has received several calls, continued discussed on the EMS response time. Units that were dispatched have been called off and intermediate units respond. This is a recurring pattern that needs to stop. Back in 1997, Mount Joy gave the land for \$1.00 charge for a building to be built and utilized as an ambulance facility. The deed states that an ambulance needs to be run out of that building. A conversation needs to be held with Susquehanna Valley EMS to communicate the Borough's expectations, as concern has also been expressed from both the Police and Fire Departments. We may need to shop around for another provider. Councilor Hall suggested that Mayor Bradley and the Safety Committee prepare a list of questions for

Mike Fitzgibbons to address at the April 22, 2019 meeting. Mayor Bradley is fine but with the caveat that promises have been made in the past and we still continue to have issues. All questions are to be forwarded to Councilor Fahndrich by April 8, 2019 and she will forward to Mike Fitzgibbons. That will give him two weeks to prepare for the next Safety Committee Meeting.

#### Parking Ordinance Changes – Crosswalks and Curb Painting

Chief Williams provided information on parking and Curb Marking Guidance from PennDOT. He spoke to Chris Flad, Highway Safety, PennDOT Engineering District #8 and got an explanation on what constitutes a crosswalk, with regard to North Market Street and Frank Street. Generally intersections do not require painting, but mid-block must be designated with signage and handicapped curb/ramp. Essentially you are looking at restricting parking within twenty feet of the east side of North Market Street and the west side. It would eliminate five or six parking spaces. You could restrict parking up to thirty feet from Market Street to Frank Street. Parking can be restricted anywhere in the Borough without permission from PennDOT as long as a local ordinance is in place along with signage, so you could do it on east side and not do anything with the west side. The southeast side is already restricted with a fire hydrant. Councilor Hall suggested amending the parking ordinance in the northeast corner with signage, after ordinance is changed/signed. Borough Manager Sam Sulkosky related that an ordinance has already been submitted to committee so we should try to encompass an amendment for parking restrictions to certain areas. Councilor Hall made motion to have the Chief determine the best footage so as it is non-impactful to the businesses yet safe for traffic and get the information to Borough Manager Sulkosky. Councilor Eichler seconded the motion. Motion carried unanimously. The proposed amendment to the existing ordinance will be tabled until May's meeting.

## **NEW BUSINESS**

#### FDMJ Street Closure Request

Mason Brandt, Deputy Fire Chief, FDMJ, submitted email request and map for approval to close Lemon Street and a portion of Clay Alley on Saturday, April 6, 2019 for fire department training exercise. No PennDOT involvement; Borough decision. Per Councilor Hall, letters were sent to the residents in the area to alert them to the training since there will be smoke; it is a live training exercise. Councilor Fahndrich made motion to send this street closure request to full Council for approval. Councilor Eichler seconded the motion. Motion carried unanimously.

## H&R Transload Truck Scale Project – Change to Parking Ordinance

A letter from Keith Good of CGA Architects was provided to the Committee requesting an amendment to Parking Ordinance, Section 255-63 to eliminate on street parking along South Market, Avenue, specifically at 143 South Market Avenue and 208 South Market Avenue. Mike Higgins, one of the owners of Reist Popcorn and Doug Metzler, an employee, of Reist Popcorn were at the meeting for the discussion. They have spoken to the property owners, Jeff Will and Angel and Elizabeth Rivera, who all support the limiting/restricted parking. Reist Popcorn has proposed to purchase both properties (143 and 208) when they become available and will do so if they are in a position at that time. The reason for the purchase is simply to serve as a permanent buffer. There is no written contract relative to the purchase; just a verbal conversation. Councilor Hall has concerns while the current owners are okay with the restriction, repercussions could surface at a later time. Councilor Hall is comfortable with taking away parking at 207 and restricting some parking at 208 but not comfortable with restricting parking at 143. Mayor Bradley applauded the growing business in a small town. He would like to hear from the two property owners. Mike Higgins encourages and supports the Borough in reaching out to the two property owners. Mayor Bradley asked Chief Williams to analyze the safety of the intersection/potential hazards at South Market Avenue with vehicles turning into truck traffic. Mike Higgins said they run 3-20 trucks per day from 7am to 4:30pm Monday-Friday; heavier truck traffic during harvest time. There is about 100 rail cars per year hauling popcorn and grain. Mayor Bradley needs Chief Williams to analyze any traffic safety concerns and hear from the two property owners (143 and 208) in written form at a minimum, before considering moving forward. Other Committee members will take a look at the area as well. Per Borough Manager Sam Sulkosky's suggestion, Councilor Fahndrich made a motion to delay amendments to the parking ordinance/tabling it until next month's meeting, so as to limit legal and advertising costs. The motion was seconded by Councilor Eichler.

## Emergency Operation Plan

Matt Kratz sent the committee members an updated Emergency Operations Plan (EOP) in March 2019 which fixed clerical/spelling errors on the EOP and telephone numbers on the NARM. Emergency Operations Plan is good for two years per Title 35. He stated that the two items that need to be addressed is if we want to create an evacuation plan that is Borough specific and clarify who gives an emergency declaration. Mayor Bradley stated under Title 8, the Mayor can declare a State of Emergency. Emergency Declaration and Disaster Emergency are two different pieces. State of Emergency, i.e. snow, is covered in an Ordinance, covered by Borough Manager or in his absence, the Assistant Borough Manager. However, if there is a disaster due to the snow emergency, that requires a different approval. If an 'all hazards' is in place, Mayor Bradley is not comfortable with the EMC taking over, so that piece needs to be defined.

EOC is not to manager the incident but rather an Incident Command Center. EOC is about getting us resources/communications to us. Long term recovery involves Staci Gibbs with regard to condemning of properties, etc. Mayor Bradley suggested that Signature and Continuity Plan needs to be in place and we need something to articulate what the procedure is. On Page 3, specifically, III A. needs to be defined. In lieu of 'elected officials', it should state Mayor and Borough Council as well as the organizational chart on the same page and organizational chart on Page 4. On Page 7, Levels 1 and 2 can be virtual capacity, Level 3 physical presence when possible and Level 4 with a full activation, there must be a physical presence. Every reference to Elected Officials should state Mayor and Borough Council. On Page III, Record of Changes/Updates, all changes/updates must come through full Council. On Page IV, Distribution List, the full name, title and correct spelling needs to be added. Keep this on the Agenda for Old Business. Councilor Fahndrich made a motion to move to full Council with the proposed changes at the next Council meeting. The motion was seconded by Councilor Hall. Motion carried unanimously.

## **PUBLIC INPUT PERIOD**

Josh Deering of 33 Frank Street asked if there are other areas in the Borough with similar parking issues, would there be a generic statement in the amendment. Mayor Bradley mentioned that we possibly task Public Work/Police Department other areas where we may have potential issues.

## **ANY OTHER MATTER PROPER TO COME BEFORE THE COMMITTEE**

Chief Williams requested that the MJBPD be given permission to procure a credit card for purchases not covered by invoicing the department. Some vendors do not invoice. Several members of the department have had to make purchases on their own personal credit card and submit for reimbursement. Those expenses are primarily for training, monitors, printers, etc. Councilor Eichler questioned if other departments utilize credit cards and Chief Williams stated he knew Lancaster City and East Hempfield do. Councilor Hall agrees with the requests and thinks Admin/Finance Department should be included in this discussion for procedures and budgetary reasons. Borough Manager Sulkosky offered that the Borough is tax exempt. Councilor Eichler made a motion to send to Admin/Finance for further endorsement with Councilor Fahndrich emailing the chairperson of that department.

Councilor Fahndrich attended the Fireman's Banquet and was very impressed with the years of service/commitment of the department and the fantastic job that they do.

## **EXECUTIVE SESSION TO DISCUSS PERSONNEL MATTERS**

The committee went into Executive Session at 20:45 Hrs.

## **ADJOURNMENT**

At 21:30 Hrs. Councilor Hall made a motion to adjourn; seconded by Councilor Eichler.  
Motion passed unanimously.

Submitted by Diana Ellis