

**TENTATIVE AGENDA**  
**LEMOYNE BOROUGH COUNCIL**  
**BUSINESS MEETING**  
September 7, 2017

- A. CALL MEETING TO ORDER—7:00 p.m.**
- B. ROLL CALL**
- C. PLEDGE OF ALLEGIANCE**
  
- D. PUBLIC COMMENT**
  
- E. CONSENT AGENDA**
  - 1. Approval of Minutes
    - a. Council Regular Business Meeting—08/10/17
    - b. Joint Council/LMA Meeting—08/31/17
    - c. Committee Meetings
      - i. Administration—07/20/17 & 08/17/17
      - ii. Community Development/Parks & Recreation—07/17/17 & 08/21/17
      - iii. Ordinance & Zoning—07/11/17 & 08/09/17
      - iv. Sewer—07/20/17 & 08/17/17
      - v. Stormwater—07/19/17 & 08/16/17
      - vi. Streets—07/19/17 & 08/16/17
  - 2. Approve the financial reports for August 2017
  - 3. Approve payments for September 7, 2017 totaling \$383,375.77
  - 4. Approve the list of monthly bills and budgeted transfers as presented:
    - a. General Fund .....\$131,540.43
    - b. Sewer Fund .....\$158,354.58
    - c. Swimming Pool Fund .....\$30,983.02
    - d. Stormwater Fund.....\$1,410.57
    - e. Capital Investment Fund .....\$43,031.25
  
- F. REPORTS**
  - 1. Intermunicipal
    - a. Council of Governments
    - b. Cumberland County Municipal Advisory Board
    - c. Cumberland County Tax Collection Committee
    - d. Franklin-Cumberland County Boroughs' Association
    - e. West Shore Recreation Commission
  - 2. Committees
    - a. Administration
    - b. Community Development/  
Parks & Recreation
    - c. Ordinance & Zoning
    - d. Public Safety/Emergency Management
    - e. Sewer
    - f. Stormwater
    - g. Streets

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3. Officials
  - a. Council President Beasley
  - b. Mayor Gallo
  - c. Michael Cassidy, Borough Solicitor
  - d. Cindy Foster, Borough Manager

## G. ACTION ITEMS

1. Administration Committee
  - a. Consideration of a personnel matter.
  - b. Motion to appoint Cindy L. Foster to the position of Borough Treasurer for the Borough of Lemoyne.
  - c. Motion to appoint Amanda Seibert to the position of Assistant Borough Secretary for the Borough of Lemoyne.
  - d. Motion to approve Resolution 2017-08 authorizing certain members of Council and staff to conduct specific banking activities, authorizing certain banking activities be conducted after a resolution by Borough Council, and designating the Borough Council President to sign entity authorization or similar forms.
  - e. Motion to approve bonds for the Borough Manager/Treasurer and Assistant Borough Treasurer in the amount of \$500,000 at a cost not to exceed \$2,400.
  - f. Motion to rescind Resolution 2017-06 adopting the Master Plan and Trust currently administered by the Pennsylvania State Association of Boroughs' Municipal Retirement Trust for the Borough of Lemoyne Non-Uniformed Pension Plan.
  - g. Motion to approve the Non-Uniformed Employee Pension Minimum Municipal Obligation (MMO) Certification for 2018 in the amount of \$87,979 less anticipated state aid of approximately \$40,000.
  - h. Motion to approve Nationwide's 457 Deferred Compensation Plan as an approved benefit for employees of Lemoyne Borough.
  - i. Motion to approve a contract with Vanguard Cleaning Services for the Borough Offices at the rate of \$565 per month.
  - j. Motion to approve a contract with HR Resolutions to produce an employee handbook at a cost not to exceed \$600.
  - k. Motion to approve partnering with Commuter Services of Pennsylvania to provide free services and information to promote "green" commuting options for Lemoyne Borough residents in an effort to save money, reduce traffic congestion, and help improve air quality.
  - l. Motion to engage the services of Johnson Duffie Law Offices to develop and publish a Request for Qualifications and Request for Proposals as outlined in its proposal of August 31, 2017.
  - m. Motion to approve the following meeting schedule for the remainder of 2017:
    - i. September 21—Budget Workshop re Pool/Capital Reserve Funds (6:00 p.m.)
    - ii. September 26—Budget Workshop re Sewer/Sewer Capital Reserve Fund (6:00 p.m.) **NOTE:** Joint meeting with Lemoyne Municipal Authority Board Members
    - iii. October 5—Council Work Session Meeting (6:00 p.m.)
    - iv. October 11— Budget Workshop re Stormwater/Liquid Fuels Funds (6:00 p.m.)
    - v. October 17— Budget Workshop re General Fund (6:00 p.m.)
    - vi. October 19—Council Regular Business Meeting (7:00 p.m.)

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- vii. November 2—Council Work Session Meeting (6:00 p.m.)
  - viii. November 16—Council Regular Business Meeting (7:00 p.m.)
  - ix. December 7—Council Work Session Meeting (6:00 p.m.)
  - x. December 21—Council Regular Business Meeting (7:00 p.m.)
2. Community Development/Parks & Recreation Committee
    - a. Motion to approve the per capita rate of \$2.50 per person (\$11,382.50) as the Borough's contribution to the West Shore Recreation Commission for 2018 programs and services.
    - b. Motion to approve Tuesday, October 31, 2017 from 6:00 p.m. to 8:00 p.m. as Trick-or-Treat in the Borough of Lemoyne.
  3. Ordinance & Zoning Committee
    - a. Motion to approve a contract with iWorQ to implement its Community Development Applications and Services along with its Citizen Engagement with Mobile App software.
    - b. Motion to approve Resolution 2017-09 amending the Lemoyne Borough Fee Schedule by establishing a Quick Ticket fee as referenced in Ordinance No. 746.
  4. Sewer Committee
    - a. Motion to approve an Engineering Work Order with Entech Engineering to create a Pollution Control and Countermeasure (SPCC) Plan; a Preparedness, Prevention and Contingency (PCC) Plan; an Emergency Action Plan (EAP); and assistance with a revised storage tank registration for the Wastewater Treatment Plant at a cost not to exceed \$9,200.
  5. Stormwater Committee
    - a. Motion to approve and authorize submission of the MS4 Pollutant Reduction Plan to the Pennsylvania Department of Environmental Protection.
  6. Streets Committee
    - a. Motion to approve Contract Change Order No.1 (final) for 2017 Street Improvements—Doug Lamb Construction, Inc., decreasing the contract amount by \$38,774.90.
    - b. Motion to approve Application for Payment No. 1 for 2017 Street Improvements—Doug Lamb Construction, Inc., in the amount of \$121,106.60.
    - c. Motion to approve Application for Payment No. 2 for Market Street Crosswalk Improvements—Farhat Excavating, LLC, in the amount of \$199,119.95.

## **H. ADJOURNMENT**

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