

BOROUGH OF LEMOYNE

“The little town that has it all!”

Lemoine Borough Council Work Session Meeting Minutes—January 7, 2021

The Work Session Meeting of Lemoine Borough Council was called to order at 6:39 p.m. on Thursday, January 7, 2021. Present were Council members Rebecca Coleman, Joe Gargiulo, Kasha Griva, Gene Koontz, Jesse Monoski, Suzanne Yenchko and Council President Gale Gallo. Mayor David G. Beasley was absent. Also present were Borough Manager Cindy L. Foster, Executive Assistant Jenn Erickson, Assistant Treasurer Amanda Seibert, Code Enforcement Officer Trisha Rafferty, Maintenance Department Superintendent Cliff Karlsen, Wastewater Treatment Plant Superintendent Bob Oakes, West Shore Regional Police Department Chief Michael Hope, Lieutenant John Friel, Borough Engineer Mike Knouse and Borough Solicitor Anna Marie Sossong.

Ms. Gallo began the meeting by announcing an executive session was held at 6:00 p.m. tonight to discuss a personnel matter.

Agenda Revisions— At Ms. Gallo’s request, a personnel matter will be added to the Sewer Committee report.

Public Comment –

1. **Council President Gallo** asked for all to take part in a moment of silence in honor of Mayor Beasley and his family for the passing of Mrs. Beasley’s father, Mr. Ed Shimmel.
2. **Council President Gallo along with Councilmembers Ms. Yenchko and Mr. Monoski** expressed their concerns and thoughts regarding the events that took place at the Nation’s Capital on January 6, 2021. Collectively they stressed the importance of civility and coming together as a nation.
3. **Rick and Shirley Stark, 503 Warren Street**, expressed concern regarding the removal of a lock used to block entry to the access road located at Walton Street and Susquehanna Court. Steve Spangler, 111 Clark Street, provided additional background information. Borough Solicitor, Ms. Sossong stated she along with Mr. Karlsen will review the subdivision plans to find a resolution to Mr. and Mrs. Stark’s inquiry.

Intermunicipal Reports

1. **Council of Governments** – Ms. Yenchko noted there has been no meeting and the annual dinner originally scheduled for January has been postponed to March.
2. **Cumberland County Municipal Advisory Board** – No meeting
3. **Cumberland County Tax Collection Committee** – Mr. Monoski noted the next meeting will be held January 19, 2021.
4. **Cumberland County Redevelopment Authority** – Ms. Yearick provided an update on businesses and properties in the Borough.
5. **Franklin-Cumberland County Boroughs’ Association** – No meeting
6. **Lemoine Municipal Authority** – Mr. Koontz noted the pump station project is nearing completion. The 2021 budget was also discussed at the last meeting. Next meeting will be held January 12, 2021 at 6:00 p.m.
7. **West Shore Recreation Commission (WSRC)**– Mr. Leverentz provided an update noting the winter/spring activity guide has been circulated.

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8. **West Shore Bureau of Fire Commission** –Ms. Griva noted:
 - a. The new utility truck has been received.
 - b. The WSBFC will be applying for a state grant for much needed fire safety equipment.
 - c. Continuing efforts to make changes to protocols due to the rise in cases of Covid -19 and to ensure the safety of the residents and firefighters.
 - d. The annual donation request letter has been mailed. With not being able to hold any fundraising events due to Covid-19, there is a great need for donations.

Officials/Staff Reports

1. **Council President Gallo**— Ms. Gallo wished all a Happy New Year and gave thanks to Borough staff, Council members and those that volunteer their time to serve for the betterment of the community.
2. **Mayor Beasley**— No report as Mayor Beasley was absent.
3. **Borough Manager**—Ms. Foster reported:
 - a. The historic marker in honor of the Susquehannock Indians Village has been received and is safely being stored at the Borough office until presented at the upcoming dedication ceremony.
 - b. The Borough has applied for the County’s phase two COVID-19 reimbursements as a back up to the FEMA reimbursement request already submitted. Pending approval, we will rescind one of the requests.
 - c. The server upgrade should be completed January 8, 2021 after the installation of the server rack housing.
 - d. The Borough has received the notice of award and corresponding grant agreement for \$20,000 from the Cumberland County Planning Commission for a portion of our match to the DCNR Comprehensive Recreation, Parks & Open Space Plan.
4. **Code Enforcement Official**—Ms. Rafferty provided an update on recent code violations that have been cited or corrected.
5. **Borough Engineer/Building Code Official Reports**—Mr. Knouse reported:
 - a. Updates on the 2020 Sanitary Sewer Improvements Project including:
 - i. Submittal of the application for Payment No. 1 to Farhat Excavating LLC in the amount of \$44,471.25 for approval at the January 21, 2021 Business Meeting.
 - ii. Action item requested under Streets Committee granting Farhat Excavators LLC permission to authorize overnight road closures as needed.
 - b. Mr. Koontz inquired about the PennDOT ADA Ramp project, as it was noticed multiple locations had not been completed. Mr. Knouse advised Mr. Koontz the contractor as well as Codes Officer Ms. Rafferty, attempted to contact multiple property owners seeking authority for completion. Staff to inquire with contractor for status update.
6. **Maintenance Department Superintendent**—Mr. Karlsen reported:
 - a. Maintenance Department staff had been focused on leaf collection and snow removal.
 - b. Street sweeper taken to the shop for annual maintenance.
 - c. Seeking seesaw parts for playground at Negley park in response to resident complaint.
 - d. Upper Pavilion at Negley Park has been completed and passed inspection. Picnic tables will be returned once parts are received for the backhoe.
 - e. Mason needed to inspect the structure of the chimney to the fireplace in the Upper Pavilion.
7. **MS4 Coordinator**—Mr. Karlsen reported on behalf of the MS4 Coordinator:
 - a. Provided updates on the three illicit discharges reported.
 - b. Decorated flowerpots through town for the holidays.
 - c. Assisted Maintenance with plowing during the snow event.

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8. **WWTP Superintendent**—Mr. Oakes reported:
 - a. A reminder the 2020 Sewer Repairs are in progress potentially causing traffic and parking issues.
 - b. Nick Pupek has completed training moving him from Sewer Worker to operator trainee.
 - c. New pump stations are nearing completion.
 - d. Taken delivery of new sewer televising camera equipment purchased through the LMA.
 - e. Upcoming projects with Rettew including completion of the Chapter 94 report for 2020.
9. **Police Chief**— Chief Hope shared the written monthly call report and noted the annual report was completed as well. Council President Gallo noted Bill Rothman was sworn into the West Shore Regional Police Commission at the January 6, 2021 meeting.

Committee Reports

1. **Administration**
 - a. **Professional Services Agreement—Rettew** – Ms. Yenchko noted Rettew has submitted its professional services agreement and rate schedule for 2021 reflecting slight increases over the 2020 rates. Council to consider approval of the agreement at the January 21st meeting.
2. **Community Development/Parks & Recreation**
 - a. **Land Partnerships Grant Award & Agreement** – Ms. Yenchko shared that staff has received the notice of award and corresponding grant agreement for \$20,000 from the Cumberland County Planning Commission for a portion of our match to the DCNR Comprehensive Recreation, Parks & Open Space Plan. Council will consider authorizing execution of the agreement at the January 21st meeting to meet the February 1st deadline.
3. **Streets**
 - a. **Emergency Snow Route Discussion** – Mr. Gargiulo first wanted to thank Mr. Karlsen and the maintenance crew for their diligent job with snow removal. Mr. Gargiulo then opened discussion as a follow-up to the snow emergency declaration that went into effect on December 15th, to potentially review the streets designated as the snow emergency route. Discussion ensued. With there being a consensus that an update may be in order, the Streets Committee would like to meet with representatives from the WSBFC, WSRPD and the Maintenance Department to determine what, if any, changes should be made. Mr. Gargiulo suggested at a minimum the Borough increase educational efforts to ensure residents are aware of the purpose of the route and the appropriate response when an emergency declaration is called.
 - b. **Rettew request for authorization for overnight road closures** –
Action Item:
Motion by Mr. Gargiulo, second by Ms. Coleman, to permit overnight road closures of Peach, Plum and Oak Streets, at the discretion of Farhat Excavating, LLC in order to complete repairs as needed, through March 30, 2021.

Motion by Mr. Gargiulo, second by Mr. Koontz, to amend original motion to also include North 4th and Fort Streets.

After the question was called, the amended motion was carried unanimously.

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4. Sewer Committee –

a. Appointment of Sewer Worker

Action Item:

Motion made by Mr. Koontz, second by Mr. Gargiulo, to appoint Kyle Janny to the position of Sewer Worker at the rate of \$18.00/hour effective Monday, January 25, 2021 contingent upon successful drug and alcohol screening. Motion passed unanimously.

Public Comment – None

Adjournment

Following a motion by Ms. Griva, second by Ms. Yenchko, the meeting was unanimously adjourned at 8:46 p.m.

Respectfully submitted,

Cindy L. Foster
Borough Manager/
Borough Secretary