

BOROUGH OF LEMOYNE

“The little town that has it all!”

Lemoine Borough Council Work Session Meeting Minutes—April 4, 2019

The Work Session Meeting of Lemoine Borough Council was called to order at 6:41 p.m. on Thursday, April 4, 2019. Present were Councilmembers Zachary Border, Kasha Griva, Bob Rapak, Suzanne Yenchko and Council President Gale Gallo. Councilmembers Joe Gargiulo and Dan Green were absent. Also present were Mayor David G. Beasley, Borough Manager Cindy L. Foster, Maintenance Department Superintendent Cliff Karlsen, Wastewater Treatment Plant Superintendent Bob Oakes, West Shore Regional Police Department Chief Michael Hope and Borough Engineer Mike Knouse.

Ms. Gallo began the meeting by announcing an executive session was held at 6:00 p.m. tonight to confer with the Borough Solicitor.

Special Presentation—2018 Audit

1. Tracey Rash, Partner with Maher Duessel, reviewed the results of the 2018 audit of all Borough funds. Council will be asked to formally accept the audit at its April 18th meeting.

Public Comment—None

Intermunicipal Reports

1. Council of Governments—Ms. Yenchko provided an overview of the surplus property sale planned for July 17th and certified stormwater inspector training scheduled for October.
2. Cumberland County Municipal Advisory Board—No meeting.
3. Cumberland County Tax Collection Committee—The next meeting will be held in two weeks.
4. Cumberland County Redevelopment Authority
 - a. **Rebecca Yearick, Downtown Program Services Manager**, provided an update on businesses and properties in the Borough. Discussion ensued on sidewalk restrictions on Market Street and the possible need to enact an ordinance protecting the brick installed during Phase I of the Streetscape Improvement Plan.
5. Franklin-Cumberland County Boroughs’ Association—No meeting.
6. Lemoine Municipal Authority (LMA)—The next meeting will be held April 9, 2019.
7. West Shore Recreation Commission (WSRC)
 - a. **John Leverentz** provided an overview of summer programs.
8. West Shore Regional Bureau of Fire Commission (WSBF)—Mayor Beasley reported that the sale price for the old fire house is finalized at \$170,000, dependent upon the rezoning request currently before the Planning Commission. He also provided an overview of problems the Commission encounters when attempting to recruit local college student interns noting Chief Shadle is researching the matter.

Officials/Staff Reports

1. Council President Gallo provided an overview of the breakfast meeting she attended at the Library this week and reminded everyone that the Concert @ Negley will be held on July 3rd this year.
2. Mayor Beasley reminded everyone of the following dates:
 - a. April 13th—Healthfest at West Shore Plaza
 - b. April 27th—Community Clean-Up Day
 - c. May 16th—Municipal Appreciation Night at the West Shore School District

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3. Borough Manager—Ms. Foster provided an overview of the sewer billing software transition and noted that the final Liquid Fuels Auditor will be in the office on Friday.
4. Code Enforcement Officer—Mr. Karlsen provided an update on permits, Hummel Avenue curb and sidewalk projects, and the rental registration program before thanking Council for hiring a new Code Enforcement Officer.
5. Borough Engineer/Building Code Official Reports—Mr. Knouse reported on the following projects and bid results:
 - a. 2018 Paving Program
 - b. CDBG Curb & Sidewalk/12th & Market Left-turn Arrows
 - c. Unnamed Tributary Stream Restoration
 - d. Sewer Televising

Ms. Yenchko questioned whether a historic marker could be placed near the archaeological dig at Memorial Park. Mr. Knouse confirmed that it could so long as it was not in Norfolk Southern’s right-of-way.
6. Maintenance Department Superintendent—Mr. Karlsen reported on the following:
 - a. Snow removal efforts and corresponding vehicle maintenance
 - b. Street sweeping
 - c. Litter removal in the Bottleneck and at Negley Park,
 - d. Rehab of benches, picnic tables, and play equipment
 - e. Camera installation in the parks

At Ms. Gallo’s request the older play equipment at Negley Park will be added to the list for some TLC.
7. WWTP Superintendent—Mr. Oakes reported that there were no effluent violations and that he has been working with Mr. Knouse on LMA projects scheduled for 2019. Mr. Rapak questioned deficit balances on the March revenue and expense summary report. Ms. Foster agreed to look into the matter.
8. West Shore Regional Police Department—Chief Hope reported that a new app is soon to be available that uses doorbell cameras to help stop theft of packages on doorsteps and other criminal mischief. Public participation would be optional. Ms. Yenchko reported that loud music from City Island blasting toward her home has started again. Chief Hope agreed to follow up to see what could be done. Ms. Griva thanked several officers for volunteering their time to play basketball with children at the elementary school.

Administration

1. 2019 Paving Project Bid. Mr. Border noted that as this item was adequately covered under the Engineer’s report no further discussion is warranted. Award of the contract will be on the April 18th agenda for consideration.
2. 100/200 Hummel Avenue Curb & Sidewalk/12th & Market Streets Signal Improvements Bid. Mr. Border noted that as this item was adequately covered under the Engineer’s report no further discussion is warranted. Award of the contract will be on the April 18th agenda for consideration.
3. Agenda Distribution. Ms. Gallo discussed the importance of submitting agenda items to staff by the Friday prior to the meetings to ensure timely posting for the public.
4. Firefighter Tax Credits. All documentation has been received, and Council will be asked to consider approval of the proposed points system, certified eligibility list and applications at the April 18th meeting.

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Ordinance & Zoning

1. **Rezoning Request—501 Bosler Avenue**—The Committee considered a request from Mark Coakley to rezone 501 Bosler Avenue from Urban Residential to Village Mixed Use. Mr. Coakley provided a history of the property and explained he is making this request on behalf of the property owner in order to facilitate its sale. Mr. Knouse explained the process and reviewed the timeline for formal action. Advertising costs were discussed and it was noted that as the request originated with the applicant they would bear the costs.

Action Item: Motion by Mr. Border, second by Ms. Griva, to refer this request to rezone 501 Bosler Avenue to the Planning Commission for a recommendation. Motion carried unanimously.

Public Comment—None

Adjournment

Following a motion by Ms. Griva, second by Mr. Rapak, the meeting was unanimously adjourned at 8:24 p.m.

Respectfully submitted,

Cindy L. Foster
Borough Manager/
Borough Secretary