

# BOROUGH OF LEMOYNE

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## Lemoyme Borough Council Work Session Meeting Minutes—August 5, 2021

The Work Session Meeting of Lemoyme Borough Council was called to order at 6:33 p.m. on Thursday, August 5, 2021. Present were Council members Rebecca Coleman, Joe Gargiulo, Kasha Griva, Gene Koontz, Jesse Monoski, Suzanne Yenchko and Council President Gale Gallo. Also present were Mayor David G. Beasley, Borough Manager Cindy L. Foster, Executive Assistant Jenn Erickson, Code Enforcement Officer Trisha Rafferty, Maintenance Department Superintendent Cliff Karlsen, Wastewater Treatment Plant Superintendent Bob Oakes, West Shore Regional Police Department Chief Michael Hope and Lieutenant John Friel, Borough Engineer Mike Knouse and Borough Solicitor Anna Marie Sossong.

**Agenda Revisions** – At Councilmember Griva’s request, a list of upcoming community events will be presented after Intermunicipal reports.

**Public Comment** – **Jim McNaughton, 327 Walnut Street**, expressed:

1. Concerns for vehicles parked in designated space located at 4<sup>th</sup> and Poplar Street due to impaired visibility.
2. Inquired on the reason for the restricted turn signage located at 12<sup>th</sup> Street and Indiana Circle.
3. Queried on the plans the Borough has for any stimulus money received.

### **Intermunicipal Reports**

1. **Council of Governments** – Ms. Yenchko reported:
  - a. The COG auction was held on July 21, 2021
  - b. An update from the July meeting where the topic discussed was the “Community Bridges Initiative” program connecting Police Officers with the community.
2. **Cumberland County Municipal Advisory Board** – Ms. Gallo noted there was no meeting. The next meeting is scheduled for August 30, 2021.
3. **Cumberland County Tax Collection Committee** – Mr. Monoski noted the committee meeting was cancelled however the management meeting was held July 15, 2021 with the topics of the ongoing financial audits and a pension update. Next meeting scheduled for October 19, 2021.
4. **Cumberland County Redevelopment Authority** – Ms. Yearick provided an update on businesses and properties throughout the Borough.
5. **Franklin-Cumberland County Boroughs’ Association** – No report
6. **Lemoyme Municipal Authority** – Mr. Koontz noted:
  - a. The contracts on Clark and Walton Street pump Stations have been closed.
  - b. Plans are moving forward with the re-rating of the wastewater treatment plant.
  - c. Update the National Pollutant Discharge Elimination System (NPDES) permit.
  - d. Moving forward with obtaining plans from the Borough Engineer regarding the forthcoming transfer to an ultraviolet system.
7. **Planning Commission** – Mr. Koontz provided an update on a proposed revision to the Fence and Walls Ordinance. The updated language will be presented to Council at the September 2, 2021 work session.
8. **West Shore Recreation Commission (WSRC)** – With Mr. Leverentz not in attendance, Council President Gallo noted on his behalf there was no news to report.
9. **West Shore Bureau of Fire Commission** – Ms. Griva provided an update on the “Smoke in the Park” event taking place September 24<sup>th</sup> and 25<sup>th</sup> at Memorial Park and the possibility of

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including alcohol sales. Todd Shadle, Fire Commissioner, will be in attendance at the Council business meeting August 19, 2021 to answer any questions.

**10. Local Community Events** – Councilmember Griva shared local events going on in or around Lemoyne.

- **August 21, 2021**- Back to School Community Day Musselman’s Funeral Home 11a.m.-2p.m.
- **August 21, 2021** - Lemoyne Movie Night -SHREK at Memorial Park event starting 7:30p.m
- **August 22, 2021** - JFT Movie Night -INSIDE OUT at Lower Negley Pavilion
- **August 30, 2021** - First day of School West Shore School District
- **September 11, 2021** – Service of Celebration and Remembrance at Grace United Methodist Church (*Approval pending*)
- **September 24 & 25, 2021 Smoke In the Park** Friday 5p.m.- 9p.m. & Saturday 11a.m.-5p.m.

## **Officials/Staff Reports**

1. **Council President Gallo**— Council President Gallo noted:
  - a. The Letter of Support provided to West Shore Historical Society to assist in their pursuit of grant funding has been sent.
  - b. Provided an update from the July 29, 2021 PennDOT meeting regarding the I83 South Bridge Project.
2. **Mayor Beasley**— No report
3. **Borough Manager**—Ms. Foster reported:
  - a. Good report from the Liquid Fuels Audit that was conducted on August 4, 2021.
  - b. Received notice from PennDOT our 2019 application for the “Green Light Go” Program has been approved.
  - c. Intermix IT will be installing access points throughout the Borough Office building allowing Wi-Fi in the community room as well as in council chambers, in preparation for hybrid meetings capabilities.
4. **Code Enforcement Official**—Ms. Rafferty reported:
  - a. Monarch Development Group was given approval by the Planning Commission of the updated plans for Riverton Woods at the July 13, 2021 meeting.
  - b. The Conditional Use Hearing will be held August 17, 2021 at 6:00 p.m. regarding 75 Cumberland Road.
  - c. Walton Street Curb and Sidewalk Policy letters have been mailed out.
5. **Borough Engineer/Building Code Official Reports**—Mr. Knouse reported:
  - a. The 2020 ADA Improvements have been completed and Application for Payment No 3 will be on the August 19, 2021 agenda for Council Consideration
  - b. Pre-construction meeting with E.K. Services was held for the annual paving project which, weather permitting, will begin in September 2021.
  - c. The stormwater vault located at 5<sup>th</sup> and Poplar Street has been repaired.
6. **Maintenance Department Superintendent & MS4 Coordinator**—Mr. Karlsen reported:
  - a. Routine maintenance continues throughout each of the Borough parks (mowing, Litter removal, etc.)
  - b. Power washing of the upper pavilion has been completed.
  - c. New locks have been ordered for the tennis courts due to compromised compression locks.
  - d. Curb replacement has been completed and 4<sup>th</sup> & 5<sup>th</sup> Streets are ready for paving.
  - e. (MS4) Multiple inlets in need of replacement.
  - f. Pool maintenance continues, including repairs to 300-gallon chlorine tank. Popsicle sales are doing well.

**Note:** The pool will be closed August 14<sup>th</sup> due to a staffing shortage.

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- g. Curb replacement at 7<sup>th</sup> and Walnut Streets is complete. After paving is completed, the crosswalks will be repainted.
- h. Capital COG Auction went well, and Maintenance was able to profit over \$8,000 from equipment no longer needed included a 1999 Chevrolet Utility truck.
- i. In planning for the 2022 budget preparation, the Stormwater Department is requesting the purchase of a 2021 utility truck with aluminum bed.

**ACTION ITEM:**

Motion by Ms. Griva, second by Mr. Gargiulo, to approve the purchase of a 2021 utility truck with an aluminum bed from Gene Latta Ford for the amount of \$44,289.79, from stormwater budget funds. Motion carried unanimously.

- 8. **WWTP Superintendent**—Mr. Oakes reported:
  - a. Plant is running well with no effluent violations.
  - b. Staff is out continuing to complete flushing of lines.
  - c. Kyle Janny passed his CDL test and is working towards obtaining his operator’s license.
  - d. Tyler Burgard started employment on July 26, 2021.
- 9. **Police Chief**— Chief Hope reported:
  - a. Sold unclaimed bicycles at the CapCOG auction.
  - b. Noted National Night Out was cancelled this year due to Covid but is hopeful to participate next year.

## **Committee Reports**

### **1. Sewer**

- a. **Sewer Committee Meeting Update** – Mr. Koontz provided an update from the July 14, 2021 Sewer Committee meeting. Discussed topics included:
  - i. Sewer line from home to lateral responsibility
  - ii. Annual sewer rate increase for 2021

### **2. Streets**

- a. **2021-2022 Penn DOT Municipal Winter Agreement** – Council will be asked to consider authorizing the execution of the 2021-2022 Municipal Winter Agreement with PennDOT for snow removal operations on Market Street at the August 19, 2021 meeting.
- b. **July 30, 2021 Extended Norfolk-Southern Train Blockage, Ayers Ave/10<sup>th</sup> Street** – Mr. Gargiulo opened discussion regarding concerns brought on by the extended train blockage. Mr. Gargiulo noted that he has reached out to Representative Sheryl Delozier’s office seeking guidance on how to prevent this type of problem. Staff will collaborate with WSRPD Chief Hope to track resident complaints and citations issued. Discussion ensued.
- c. **Walton Street Curb & Sidewalk Markings Discussion** – Mr. Gargiulo facilitated discussion regarding the timeline of communications between staff and residents when implementing the curb and sidewalk policy. Discussion followed resulting in a request for a letter to be sent to residents affected by the upcoming paving plan, in addition to being listed in our newsletter and posted on the website. After the question was raised, it was decided that residents are to be notified by March of the year prior to a planned roadway repair with a letter or postcard. Notice to every resident/ property owner on the street(s) affected by the planned road repair will notify them:
  - The road is scheduled for repair
  - There will be an inspection of any sidewalk or curb to see if replacement or repair would be needed, and that these areas needing repairs would be marked.Once this is done, individual property owners whose curbs and/or sidewalks needed repair would be contacted via mail by August with specific instructions regarding what needed to be done.

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## 3. Administration

- a. **CDBG Subrecipient Agreements** — Ms. Yenchko noted Council will be asked to consider authorizing execution of the CDBG Subrecipient agreements at the August 19, 2021 business meeting for:
  - i. Supplement to Code Enforcement officer salary
  - ii. Walnut & 4<sup>th</sup> Streets ADA Improvements
- b. **American Rescue Plan Act (ARPA)** – Ms. Foster provided an update on ARPA funding and proposed expenditures for grant funds. To track expenses and assist in future audit search processes, Council is asked to authorize an Ordinance to add a fund to the 2021 budget.

### **ACTION ITEM:**

Motion by Ms. Yenchko, second by Ms. Coleman to authorize drafting and advertising an Ordinance creating a special budget fund to track ARPA revenues and expenses. Motion carried unanimously.

## 4. Community Development/Parks & Recreation

- a. **Special Event Permit** — Ms. Yenchko noted Grace United Methodist Church plans to host a unique remembrance ceremony outdoors from 5-8 p.m. on Saturday, September 11, 2021 that will include outdoor activities and food trucks. Pastor Jason Schwartzman is requesting Herman Avenue be closed from Third Street to 321 Herman Avenue. Council will be asked to consider approval at the August 19, 2021 business meeting.
- b. **Special Event Permit** — Ms. Yenchko noted the late submittal of a special event application for JFT Recovery asking permission to conduct a movie night at Negley Park on August 22, 2021.

### **ACTION ITEM:**

Motion by Ms. Yenchko, second by Ms. Griva, to approve the special event permit application submitted by JFT Recovery & Veterans Services to conduct a movie night at Negley Park on Sunday, August 22<sup>nd</sup>, subject to provision of a certificate of insurance naming the Borough as an additional insured. Motion carried unanimously.

- c. **South Bridge Project—Mural Discussion** — Ms. Yenchko opened discussion on the PennDOT conceptual drawing for potential ways and locations to relocate the Lemoyne Mural. Discussion ensued. As it was felt the proposed billboard option on the northeast corner of Lowther Street and 3rd Street was not acceptable, Ms. Foster will respond to PennDOT with additional options.

**Public Comment** – none

**Council Comment** – none

## **Adjournment**

Following a motion by Ms. Coleman, second by Ms. Yenchko, the meeting was unanimously adjourned at 9:49 p.m.

Respectfully submitted,

Cindy L. Foster  
Borough Manager/  
Borough Secretary