LEMOYNE BOROUGH COUNCIL
REGULAR BUSINESS MEETING
November 5, 2015

1. Call to order – The Regular Business Meeting of the Lemoyne Borough Council was called to order on Thursday, November 5, 2015 at 7:30 pm, at the Lemoyne Municipal Building, 510 Herman Avenue, Lemoyne, Pa. with Stacy Gromlich presiding.

   A. Mayor York led the Pledge of Allegiance.

   B. Roll Call – Present at roll call were Council Members Stacy Gromlich, David Beasley, Zachary Border, Donna Hope, Dennis McGee, Suzanne Yenchko and Brenda Candioto. Also present was Mayor Larissa York. Staff present were Borough Manager Robert Ihlein, Karen Unger Executive Assistant, and Maintenance Department Supervisor Jim Fair. Also present was Police Chief Michael Hope.

   C. Additions or corrections to the agenda
   An executive session was held at 6:30PM on personnel and litigation matters.

2. Public Comments

   There were no comments.

3. Minutes for Approval

   A. Streets & Storm Water Committee – September 14, 2015
   B. Parks & Recreation Committee – July 13, 2015 & September 14, 2015
   C. Administration Committee – September 17, 2015
   D. Sewer Committee – September 17, 2015
   E. Community Development Committee – July 20, 2015 & September 21, 2015
   F. Ordinance & Zoning Committee – September 21, 2015
   F. Borough Council Business meeting – October 8, 2015

   Mr. McGee made a motion to accept the minutes as written. Mrs. Hope seconded the motion and it was unanimously approved.

4. Special Actions or Presentations

   There were no special actions or presentations.

5. Official's Reports

   A. Mayor's Report – Larissa York

      Mayor York announced the Borough Christmas party would be held on December 11, 2015 at 6:30PM in the Community Room. There will be a tree lighting and refreshments.

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The Mayor also submitted the West Short Regional Police Department's reports to Borough Council.

B. Council President – Stacey Gromlich

Ms. Gromlich offered condolences to Tim Travitz on the recent passing of his mother. She also presented a letter from Representative Sheryl Delozer congratulating the Borough for being awarded a grant from the PA Council on the Arts for the wall mural.

C. Solicitor – Michael Cassidy, Esquire

Mr. Cassidy is working with Cathy Blair on delinquent accounts and progress is being made on these issues.

D. Engineer – Michael Knouse

The Engineer's written report was submitted to Council for review.

E. Manager – Robert Ihlein

Mr. Ihlein gave a report on the recent budget meetings. He asked Ms. Gromlich about the employee luncheon schedule for December 18, 2015. It will be held from 11:30AM to 12:30PM.

6. Inter-Municipal Reports

A. Council of Governments – David Beasley

Mr. Beasley was present at a meeting with Senator Pat Vance last month. The subject was on pension issues. He also reported that Middletown Borough has leased their sewer plant for the 50 years.

B. Cumberland County Municipal Advisory Board – Dennis McGee

Mr. McGee reported he attended the October meeting. A representative from the Cumberland County Library was there seeking funds for the library system.

C. West Shore Recreation Commission – Stacy Gromlich

Ms. Gromich reported the next meeting will be held in December.

D. Cumberland County Tax Collection Committee – Stacy Gromlich

Ms. Gromlich reported she was unable to attend the October meeting

E. Cumberland-Franklin County Boroughs Association – David Beasley

Mr. Beasley had no report. He did comment that Cumberland County is no longer part of the Tri-County Planning Commission.

7. Committee Reports and Actions

A. Administrative Committee – Ms. Yenchko, Chair

1. Summary report for the General, Sewer and Swimming Pool Funds - Mr. Ihlein gave a verbal report and review of the condensed budget report dated October 31, 2015 (green sheet).

2. Monthly Revenue and Expense Budget Reports for all funds – Reports were distributed and reviewed.

3. Motion to accept the October 31, 2015 Balance Report – A motion was made by Ms. Yenchko, seconded by Mrs. Hope to accept the October 31, 2015 bank balance report. Motion was carried unanimously.

Fund Balance Report October 31 , 2015	
General Fund	1,950,080.00
Sewer Fund	1,768,040.00
Swimming Pool Fund	791.00
Payroll Fund	64,065.15
Highway Aid Fund	334,569.11
Tapping Fee Fund	0.00
General Capital Reserve Fund	275,898.00
Sewer Capital Reserve Fund	1,630,723.00
Capital Investment Fund	456.183.00
Katkocin Escrow	1,014.21
Copper Ridge Escrow Fund	0.00
TOTAL	7,028,307.34

4. Motion to approve and ratify the Payment of Checks, P-Cards and Payrolls presented for October 31, 2015 in the amount of $851,014.69 – A motion was made by Ms. Yenchko to approve and ratify the payment of checks, P-Cards and Payroll in the amount of $851,014.69, seconded by Mrs. Candioto. Motion was unanimously approved.

Check Number	Fund	Amount
22017-22082	General Fund	851,014.69
24935-24940	Payroll Accounts Payable	0
	Liquid Fuels	0
	ACH Payments	0
	P Cards	
	TOTAL	851,014.69

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5. A motion was made by Ms. Yenchko to approve payment of three (3) pending reimbursement requests in the amount of $50.00 to Helen Holjes, $89.50 to James Fair and $83.96 to Elizabeth Letcavage. The motion was seconded by Mr. Border and unanimously approved.

6. A motion was made by Ms. Yenchko to approve a contract extension with Penn Waste for 2016 and 2017 with increased fees and a change in the schedule of the special yard waste collection dates. The motion was seconded by Mr. McGee and unanimously approved.

7. A motion was made by Ms. Yenchko to approve the terms and conditions of employment for Audra Spilewski as the Office Manager/Borough Treasurer at the rate of $28.00 per hour. The motion was seconded by Mr. Beasley and unanimously approved.

8. A motion was made by Ms. Yenchko to approve the job description for Clerk and declare the position open. The motion was seconded by Mr. Beasley and unanimously approved.

9. A motion was made by Ms. Yenchko to approve Cynthia R. Knight of Cumberland Road to be the Borough Representative to the Cleve J. Fredricksen Library Board. The motion was seconded by Mr. Border and unanimously approved. A thank you letter will be sent to Linda Farr for her years of service.

10. A motion was made by Ms. Yenchko to approve the preliminary budget for 2016 and hold it open for public review. The motion was seconded by Mr. McGee and unanimously approved.

Report on Committee Activities

Schedule for Fall Newsletter – this was mailed the last week in October. There were reports that not all residents received a copy. Mr. Ihlein will be checking with Graftech on this matter.

Final budget was presented at the November meeting of Council

B. Parks and Recreation Committee – Mrs. Hope, Chair

1. A motion was made by Mrs. Hope to approve the West Shore Recreation Commission 2016 Pool Management Services Proposal with a not-to-exceed amount of $59,990.00 for normal pool hours (Approximately $500 more than it was for 2015). The motion was seconded by Mrs. Hope and unanimously approved.

2. Report on other Committee activities
The Committee has voted to recommend an increase of $5.00 to the pool season passes for the 2016 season. This change will be incorporated in the Fee Schedule Resolution in December.

C. Community Development Committee – Mrs. Candioto, Chair

1. There are no action items for this month.

2. Report on other Committee activities

The mural project is ongoing. Mr. Ihlein will investigate if the grant check has been mailed yet.

D. Ordinance and Zoning Committee – Mr. Border, Chair

1. Mr. Border made a motion to enact Ordinance #735 "providing for and regulating the use of handicapped parking spaces on the streets". The motion was seconded by Mr. McGee and unanimously approved.

2. Report on Zoning Hearing Board activities from Robert Ihlein, Zoning Officer

There was nothing to report.

3. Report on Planning Commission activities from Zachary Border, Chairman

a. Review is underway for Richard & Leslie Leach minor subdivision plan for 607-609 Market Street.
b. Review is underway for Artis Senior Living final land development plans for 12th and Indiana Streets.

4. Report on other Committee activities

The Committee voted to recommend establishing a fee of $10 per year per unit for registration of residential rental units and the first inspection; and a fee of $35 for each re-inspection that is needed. This is not to take effect until January 2017 but will be incorporated into the fee schedule resolution in December.

E. Streets and Storm Water Committee – Mr. McGee, Chair

1. Mr. McGee made a motion to approve an agreement with Lower Allen Township to purchase brine for winter street maintenance at $0.18 per gallon (up from $0.15 per gallon last year). The motion was seconded by Ms. Yenchko and unanimously approved.

2. Mr. McGee made a motion to ratify the actions of the Borough Manager in submitting a grant application to the PA Department of Environmental Protection requesting $200,000.00 for the local storm water BMP Implementation Program. (Project includes improvements to 2 existing storm water basins along 12th street identified in the Market and Third Street Storm Water Analysis Plan. The deadline to submit was October 9th; Borough and partners match will be

$82,720.00). The motion was seconded by Mr. Border and unanimously approved.

3. Report from James Fair, Maintenance Department Supervisor

Mr. Fair reported that salt was up to $23 per ton. Bins have already been filled. Paving on Herman Avenue will start the week of November 9, weather permitting.

4. Report on other Committee Activities –

a. A Public Education and Outreach Meeting will be held on November 12, 2015 at 6:00PM to present the MS4 Permit program, including pollutant reduction plan, the Market Street storm water plan and the grant application. There will also be discussion for funding options for the 2016 budget and beyond.

b. The Herman Avenue storm water improvement project has been completed. Final paving is scheduled to be done next week.

F. Sewer Committee – Ms. Gromlich, Chair

1. Mr. Beasley made a motion approve Resolution #2015-17 "Resolution for Plan Revisions for New Land Development" to allow the connection of the proposed Artis Senior Living at Lemoyne project to the public sewer system via a privately owned pump station. The motion was seconded by Mr. McGee and unanimously approved.

2. The new sewer rates will be reflected on this month's bill.

3. Reports

a. Mr. Ihlein reported for Mr. Travitz. The plant construction project is almost completed. They are finishing the SCADA system.
b. Report from the Municipal Authority – Mr. Ihlein/LMA board member. Dan Green reported there were still outstanding electrical issues to be resolved.
c. Report on other Committee activities
There was no report.

G. Public Safety/Emergency Management –Mr. Beasley, Chair

1. Emergency Management Coordinator for Lemoyne and Wormleysburg – Charles Gipe – There was no report.

2. West Shore Bureau of Fire Commission – Mr. McGee & Mr. Beasley

Mr. McGee reported they have selected the top three contractors to build the new fire house. The fire department has paid off the truck and has no further debt. The WSBF is also having a nut sale as a fund raiser.

3. West Shore Regional Police Commission – Mr. Beasley, Mayor York

Mayor York reported that she did a ride along with CPL Ryan on Trick or Treat night to meet with residents. The department now has the new Tasers.

4. West Shore Regional Police Department – Chief Michael Hope

There was no report.

8. Other Business & Miscellaneous Correspondence

A. PSAB update for October
B. Invitation to Harrisburg Regional Chamber event on October 15, 2015 at 5:00PM

9. Meeting Announcements

- Streets & Stormwater Committee – Monday, November 9 @ 5:00 PM
- West Shore Bureau of Fire Commission – Monday, November 9 @ 6:00 PM
- Parks & Recreation Committee – Monday, November 9 @ 7:00 PM
- Lemoyne Municipal Authority – Tuesday, November 10 @ 6:00PM (Treatment Plant)
- Borough Planning Commission – Tuesday, November 10 @7:00PM
- Borough Office closed in observance of Veteran's Day, Friday, November 13
- Community Development Committee – Monday, November 16 @ 6:00PM
- Ordinance & Zoning Committee – Monday, November 16 @ 7:30PM
- Administration Committee – Thursday, November 19 @ 6:00 PM
- Sewer Committee – Thursday, November 19 @ 7:30 PM
  Borough Office closed for Thanksgiving on November 26 & 27
- West Shore Regional Police Commission – Wednesday, December 3 @ 5:00 PM
- **Borough Council Monthly Business Meeting – Thursday, December 10 @ 7:30 PM**

10. Adjournment

Seeing no further business, Mr. McGee made a motion to adjourn at 8:20PM seconded by Ms. Hope. Motion was unanimously approved.

Submitted by,
Karen Unger
Executive Assistant

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