

BOROUGH OF LEMOYNE

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LEMOYNE BOROUGH COUNCIL REGULAR BUSINESS MEETING December 10, 2015

1. Call to order – The Regular Business Meeting of the Lemoyne Borough Council was called to order on Thursday, December 10 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
 - A. Linda Farr – Fourth Street, Lemoyne, PA – Ms. Farr former Fredrickson Library representative was present to say goodbye and thanks to the Borough for all their help with library matters during her tenure.
 - B. Bonnie Gobel – Director of the Fredrickson Library, Camp Hill, PA – Ms. Gobel spoke about library issue and upcoming functions. She thanked Lemoyne Borough for their support and gave a small tribute to Linda Farr.
 - C. Tom Beene – Fourth Street, Lemoyne, PA – Mr. Beene thanked the exiting Council Members for their community service during their time on the Borough Council.
3. Minutes for Approval
 - A. Streets & Storm Water Committee – October 12, 2015
 - B. Parks & Recreation Committee – October 12, 2015
 - C. Administration Committee – October 15, 2015
 - D. Sewer Committee – October 15, 2015
 - E. Community Development Committee – October 19, 2015
 - F. Ordinance & Zoning Committee – October 19, 2015
 - F. Borough Council Business meeting – November 5, 2015

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

BOROUGH OF LEMOYNE

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

B. Council President – Stacey Gromlich

Ms. Gromlich announced that volunteers are still needed for vacant positions within the Borough. She also thanked the residents for her opportunity to service the community and for their participation in various community projects. She also thanked the staff, police and fire departments for their support.

C. Solicitor – Michael Cassidy, Esquire

Mr. Cassidy elaborated on details of a current lawsuit and recommended an approval of a settlement agreement for a suit concerning a settlement agreement with John M. Kostecky, Jr., regarding a claim of adverse possession of a piece of Borough land next to Negley Park.

D. Engineer – Michael Knouse, P.E.

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

E. Manager – Robert Ihlein

Mr. Ihlein provided a binder with budget reports for public review and it was passed around for view by community attendees. He also thanked Council, residents and staff for their help throughout the year.

6. Inter-Municipal Reports

A. Council of Governments – David Beasley

Mr. Beasley announced that there was no meeting for the month of December. Next meeting will be held in January 2016.

B. Cumberland County Municipal Advisory Board – Dennis McGee

BOROUGH OF LEMOYNE

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Mr. McGee reported that this board would be meeting quarterly going forward.

C. West Shore Recreation Commission – Stacy Gromlich

Ms. Gromlich reported the Commission did meet in December and officers were selected at this meeting.

D. Cumberland County Tax Collection Committee – Stacy Gromlich

Ms. Gromlich reported there was no December meeting.

E. Cumberland-Franklin County Boroughs Association – David Beasley

Mr. Beasley had no report.

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 November 30, 2015 (green sheet).
2. Monthly Revenue and Expense Budget Reports for all funds – Reports were distributed and reviewed.
3. Motion to accept the November 30, 2015 Balance Report – A motion was made by Ms. Yenchko to accept the November 30, 2015 bank balance report. The motion was seconded by Mrs. Hope and was carried unanimously.

Fund Balance Report October 31 , 2015	
General Fund	1,893,388.67
Sewer Fund	1,749,615.26
Swimming Pool Fund	(2,739.80)
Payroll Fund	334,597.00
Highway Aid Fund	64,900.00
Tapping Fee Fund	0.00
General Capital Reserve Fund	371,409.75
Sewer Capital Reserve Fund	1,630,722.52
Capital Investment Fund	456,183.10
Katkocin Escrow	1,014.21
Copper Ridge Escrow Fund	0.00
TOTAL	6,236,504.00

4. Motion to approve and ratify the Payment of Checks, P-Cards and Payrolls presented for November 30, 2015 in the amount of \$113,640.02 – A motion was

BOROUGH OF LEMOYNE

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made by Ms. Yenchko to approve and ratify the payment of checks, P-Cards and Payroll in the amount of \$113,640.02, seconded by Mrs. Candioto. Motion was unanimously approved.

Check Number	Fund	Amount
22083-22132	General Fund	92,667.57
50000-50002	Payroll Accounts Payable	223.28
	Liquid Fuels	0
	ACH Payments	0
	P Cards	20,749.17
	TOTAL	113,640.02

5. A motion was made by Ms. Yenchko to approve payment of two (2) reimbursement requests of \$90.00 to James Fickel and \$65.73 to Larissa York. The motion was seconded by Mr. Border and unanimously approved.
6. A motion was made by Ms. Yenchko to approve the official minutes of the September 10, 2015 meeting of Borough Council to correct the numbers of the two ordinances enacted to read as 731 and 732 instead of 931 and 932. The motion was seconded by Mrs. Hope and unanimously approved.
7. A motion was made by Ms. Yenchko to purchase of a bond in the amount of \$10,000 for Robert Ihlein as Borough Manager as required by Borough Ordinance, and to purchase a treasurer’s bond for Audra Spilewski as required by Borough Code in the amount of \$100,000. The motion was seconded by Mr. Border and unanimously approved.
8. [D] – Should Council have a second meeting in January after the reorganization meeting on January 4, 2015?

It was determined that yes, there would be a meeting immediately after the 6:00PM reorganization meeting on January 4, 2015.
9. A motion was made by Ms. Yenchko to approve the hiring of Amanda D. Seibert for the position of Assistant Borough Treasurer with a starting pay rate of \$17.48 per hour and the standard terms and conditions of employment. The motion was seconded by Mr. Border and unanimously approved.
10. A motion was made by Ms. Yenchko to NOT APPROVE renewing the 2016 Municipal Domestic Animal Protective Service Agreement with the Humane Society of Harrisburg. After discussion, the motion was seconded by Mr. Beasley and unanimously approved.
11. A motion was made by Ms. Yenchko to approve including additional audit measures to the regular audit of the 2015 financial statements due to the change in

BOROUGH OF LEMOYNE

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Borough Treasurers. The motion was seconded by Mrs. Candioto and unanimously approved.

12. A motion was made by Ms. Yenchko to approve the final budget for 2016 with no changes in tax rates. The motion was seconded by Mr. McGee and unanimously approved.
 13. A motion was made by Ms. Yenchko to approve the Resolution 2015-18 “Amending the Borough Fee Schedule”. This would include correcting two typographical errors. The motion was seconded by Mrs. Hope and unanimously approved.
 14. A motion was made by Ms. Yenchko to approve a settlement agreement with John M. Kostecky, Jr., regarding a claim of adverse possession of a piece of Borough land approximately 1,000 square feet in a size located off of Cumberland Road on the eastern edge of Negley Park. The motion was seconded by Mrs. Hope and unanimously approved.
 15. A motion was made by Mr. Border to approved Resolution # 2015-19 for Suzanne Yenchko. The motion was seconded by Mr. McGee and unanimously approved.
 16. A motion was made by Mr. Border to approve Resolution #2015-20 for Brenda Candioto. The motion was seconded by Mrs. Hope and unanimously approved.
 17. A motion was made by Mr. Border to approve Resolution #2015-21 for Stacy Gromlich. The motion was seconded by Ms. Yenchko and unanimously approved.
- [I] Report on other Committee activities
A motion was approved to split the Streets and Storm Water Committee into two separate committees and to merge the Parks & Recreation and Community Development Committee in to one committee.

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

1. There were no action items this month and there will be no meeting for the month of December.
2. Report on other Committee activities
There were no other activities to report.

C. Community Development Committee – Mrs. Candioto, Chair

1. A motion was made by Mrs. Candioto to approve the issuance of a Request for Qualifications to solicit interest and qualifications from artists for the “2016 Lemoyne Community Mural Project” to be painted on the concrete wall of the I-83 southbound off ramp. The motion was seconded by Ms. Yenchko and unanimously approved.

BOROUGH OF LEMOYNE

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2. Report on other Committee activities

There will be a short meeting on December 21, 2015.

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

1. Mr. Border made a motion to approve the final major subdivision plan for Richard and Leslie Leach dated 07-12-2015 and last revised on 11-5-2015 (this is a lot line change for their properties at 607 and 609 Market Street). The motion was seconded by Mrs. Hope and unanimously approved.

2. Mr. Border made a motion conditionally approve the final land development plan for Artis Senior Living dated 08-31-2015 and last revised on 11-05-015 (this is for a 30,543 square foot memory care facility location at the northeast corner of Twelfth Street and Indiana Avenue). The motion was seconded by Mr. McGee and unanimously approved.

3. Motion to approve the hiring of XXX as Code Enforcement Officer

There was no action take as this matter is still under discussion.

4. [I] Report on Zoning Hearing Board from Mr. Ihlein, Zoning Officer

There were no hearings in October and November.

5. [I] Report on Planning Commission activities from Mr. Border, Chairman

- a. Review completed for Richard & Leslie Leach minor subdivision plan for 607 & 609 Market Street.
- b. Review completed for Artis Senior Living final land development plan for Twelfth Street and Indiana Avenue.

6. Report on other Committee activities

There was no report.

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

1. Mr. McGee made a motion to approve contract change order #1 submitted by Shiloh Paving and Excavating, Inc. decreasing the contract amount by \$9,885.68 for the 2015 Street Improvement Project. The motion was seconded by Ms. Yenchko and unanimously approved.

2. Mr. McGee made a motion to approve application for payment #1 submitted Shiloh Paving and Excavating, Inc. in the amount of \$95,992.11 for the 2015 Street Improvement Project. The motion was seconded by Mrs. Candioto and unanimously approved.

BOROUGH OF LEMOYNE

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3. A motion was made by Mr. McGee to approve the as-built plans for the Lowther Street corridor traffic signal improvements associated with the PennDOT I-83 Congestion and Safety Mitigation Project. The motion was seconded by Ms. Yenchko and the motion unanimously FAILED.

4. Report from James Fair, Maintenance Department Supervisor

Mr. Fair reported that the Herman Avenue paving project is now complete with parking lines and crosswalks painted. He reported that Brad Mills will be out for family funeral leave. Mr. Border asked about the Christmas lights being on during the day. Mr. Fair stated that PPL needs to report the sensors.

5. Report on other Committee Activities

There was no report.

F. Sewer Committee – Ms. Gromlich, Chair

1. There are no action items for this month.

2. [D] New sewer rates implemented in November

3. Reports

[I] - Report from Timothy Travitz, Sewer Department Supervisor

Mr. Ihlein reported that the plant is working properly, minor problems have been repaired. The plant is operational and meeting all regulations. The issues with the door locks are still outstanding.

[I] – Report from the Municipal Authority from Robert Ihlein or LMA member Member Will Hesse reported that a change order has been rejected and they are working with the solicitor on that issue. The work for sewer line tap in for the Joseph Katkocin projects on Herman Avenue have been approved. It was also reported that member John Judson’s health is improving.

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

Mr. McGee reported that the commission is meeting to select the final contractor for the new firehouse.

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

There was no report.

BOROUGH OF LEMOYNE

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4. West Shore Regional Police Department – Chief Michael Hope

There is a new program, the Citizen's Police Academy. The police department is taking applications and the program is to start in January on Tuesday evenings from 6:00PM to 9:00PM.

8. Other Business & Miscellaneous Correspondence

- A. PSAB update for December (by e-mail)
- B. Minutes of the September meeting of the Borough Planning Commission

9. Meeting Announcements

- Borough Community Holiday Party & Tree Lighting – Friday, December 11, 2015 @ 6:30PM
- Streets & Stormwater Committee – Monday, December 4 @ 5:00 PM
- West Shore Bureau of Fire Commission – Monday, December 4 @ 6:00 PM
- Parks & Recreation Committee – canceled for the month of December
- Lemoyne Municipal Authority – Tuesday, December 8 @ 6:00PM (Treatment Plant)
- Borough Planning Commission – Tuesday, December 8 @ 7:00P
- Administration Committee – Thursday, December 17 @ 6:00 PM
- Sewer Committee – Thursday, December 17 @ 7:30 PM
- Community Development Committee – Monday, December 21 @ 6:00PM
- Ordinance & Zoning Committee – Monday, December 21 @ 7:30PM
- Borough Office closed on December 25, 2015 for Christmas Day
- Borough Office closed on January 1, 2015 for New Year's Day
- **Borough Council Reorganizational Meeting – Monday, January 4 @ 6:00 PM**
- West Shore Regional Police Commission – Wednesday, January 6 @ 5:00 PM

10. Adjournment

Seeing no further business, Mr. McGee made a motion to adjourn at 9:00PM, seconded by Mrs. Hope. The motion was unanimously approved.

Submitted by,
Karen L. Unger, Executive Assistant