

# BOROUGH OF LEMOYNE

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## Ordinance and Zoning Committee

Minutes of the Meeting Held on June 15, 2016 at 6:00PM

1. Call to Order

A meeting of the Ordinance and Zoning Committee of Lemoyne Borough Council was held on Wednesday, June 15, 2016 at Lemoyne Borough Hall, 510 Herman Avenue, Lemoyne, PA. Chairperson Bob Rapak called the meeting to order at 6:00PM.

2. Roll Call

Committee members present were Bob Huggler and Zachary Border. Staff members present were Robert Ihlein, Borough Manager, Karen Unger, Executive Assistant and Cliff Karlsen, Codes Enforcement Officer.

3. Public Comments

There were no public comments.

4. Review of the Minutes from the Previous Meeting

Mr. Huggler made a motion to approve the minutes of May 18, 2016 as written. The motion was seconded and unanimously approved.

5. Reports on Permits issued and Code Violations

Ms. Unger provided a written report of permits issued for the month of May.

Mr. Karlsen provided an activity report for the month of May.

6. Unfinished Business

A. Code Officer

1. Activity Report

Mr. Karlsen reported the JVH Excavating is moving the business to 330 S. Third Street. The offices will remain on Ayers Avenue.

There was discussion on programs to benefit Borough properties. Some examples included: free paint program, award for best kept properties in the Borough, etc.

The upcoming rental property inspection was also discussed. There were some "how to" questions on scheduling and billing. Mr. Ihlein will work with Audra Spilewski, Borough Treasurer on a billing process.

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## 2. Initial Training

Mr. Ihlein provided a training schedule. The Pennsylvania Association of Boroughs (PSAB) recommends code officers use the ICC certification. Mr. Ihlein will research to determine which program is best for Mr. Karlsen.

## 3. List of priorities

There was no report.

## B. Health and Safety Ordinance (water shut-offs, utility protocol)

Mr. Ihlein provided a report on shut off protocol. The usual trigger for water shut off is no payment received for six months or an amount due exceeding \$1000. There are no shut offs in process as of this date.

Mr. Ihlein will work with Mr. Karlsen on a procedure and Mrs. Spilewski will be invited to the next meeting for her input.

## C. Pawn Shops and Second Hand Shops (specifics from police department?)

The draft ordinance was revised and will be sent to Council to then have it sent to the Borough Solicitor.

## D. Responsible Pet Owner Ordinance

### 1. Humane Society/County Dog Law Officer

Barry Hockley, State Dog Warden was present at the meeting. He can be called for stray and dangerous dog issues. Animal cruelty issues are under the jurisdiction of the Humane Society.

Mr. Hockley also reported indoor cats must have rabies vaccinations. He currently has kennels to house stray dogs on a temporary basis. The Borough has no accommodations for stray dogs.

Mr. Hockley reported the State Dog Officer is Christine Donmoyer

## E. False Fire Alarm Billing

### 1. Existing ordinance

A first draft was reviewed. It will be shared with West Shore Bureau of Fire. Mr. Karlsen will revise and give to David Beasley and Jim Sprecker for their input.

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2. Police and Fire fees

Amounts need to be determined for responding to false alarms.

3. Mechanism for billing

There was no report.

F. Mini Cell tower ordinance

1. Review almost complete

A review is still in progress. No action will be taken at this time.

2. Example ordinance (Swatara Township)

This item is still under review.

3. Conflicts with Federal law FCC Law

This item is still under review.

4. Technically precludes any communication device

This matter is still under review.

G. School bus stop parameters – copy of school district policy available

This matter was tabled.

H. Progress on web posting of ordinances

This matter was tabled.

I. Ayers Avenue parking

The Streets Committee will prepare a recommendation and send to Council for adoption at the August meeting.

7. New Business

A. Ordinance Chapter 27 - Zoning Ordinance

Mr. Huggler made a motion to have the Borough Solicitor prepare an amendment to the Ordinance and send to Council for review and approval. The motion was

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seconded and unanimously approved. A hearing will also need to be scheduled on this matter.

## 8. Announcements

The next meeting will be held on July 20, 2016 at 6:00PM.

## 9. Adjournment

Seeing no further business, meeting was adjourned by Mr. Rapak at 7:50PM.

Meeting minutes submitted by Karen Unger, Executive Assistant.