

SHIPPENSBURG BOROUGH COUNCIL

September 18, 2018

6:03 p.m.

Present at the Council Meeting: Andrea Lage
Bruce Hockersmith
John Alosi
Sandra Mailey
Keith Swartz
Mitchell Burrows
Samuel Wiser, Solicitor

PLEDGE OF ALLEGIANCE COUNCIL

THE MAYOR'S MOMENT OF SILENCE

PUBLIC COMMENT

Anne Marie Brands, representing Branch Creek Place, reported that they have 251 members so far this year and have been working towards getting rid of the senior center stigma which is actually a statewide agenda. Mrs. Brands stated that their goal has been to reach out to the community and to encourage more people to participate and utilize the services that they provide. She stated that they are also trying to come up with more creative ideas to broaden the agenda. Ann Marie went on to explain in the past week she was asked to host a Grand Jamboree so beginning October 6th every Saturday night from 6 p.m. to 10 p.m. amateurs are coming to The Place to jam and play various genres of music with musicians coming from all areas of the state. She went on to explain that it will not just be for people 50 years and over but something of an intergenerational venue. Ann Marie also explained that because they are licensed for retail and wholesale sales they will be having a concession stand which will generate revenue and more volunteers. Mrs. Brand stated that they do not have a sound system in the center and have had one individual make a significant contribution towards a sound system so they are currently looking into a portable system and the possibility of installing speakers in the ceiling. She further reported that they have received approval from Menno Haven to start being able to rent the facility to help reach their budget. Anne Marie explained that her current budget to run the center is \$110,000 per year, and they have not been able to reach the budget but have been very, very close because of generous donations by the Minnequa Club so with this new budget line item coming across her desk she has had to get creative and this will provide a beautiful venue for individuals to utilize and to help support the center and for them to reach their goal. Mrs. Brand went on to report that September 25th they are hosting the Cumberland County Active Aging Day and will be walking the new Rails to Trails beginning at Fort and Earl Street and walk to Britton Park to a picnic at the park and then walk back. She further stated that again this year they will be having their

Thanksgiving Luncheon and would love to see everyone come. It will be Thursday, November 15, 2018, at 11 a.m., which would include borough staff. Mrs. Brand also asked if anyone would be interested in participating in an event with the Shippensburg Quilting Guild who will be presenting the members of the Center who are Veterans with quilts on November 14, 2018, at noon, and she would also like to invite any members of council to attend. She also stated that she would like to thank Council for all of their support of the center which has been a huge help. Ann Marie also stated that they will also be hosting the all-county Family Feud on December 6th and she needs one judge. Councilperson Mitchell Burrows stated that he would be interested in helping out. Councilperson Hockersmith asked Anne Marie if she could get him some figures on the sound system he would appreciate it. Councilperson Keith Swartz asked what a member is? Anne Marie stated that they are the individuals that have paid the \$25 that support the center from January to December which includes participating membership and social membership. She went on to state that with that there a lot of benefits which include bus trips and just in the day trips alone that they provide you get your money back.

REGULAR BUSINESS MEETING

CONSIDERATION TO APPROVE THE MINUES OF THE SEPTEMBER 4, 2018, MEETING

Councilperson Hockersmith moved to approve the minutes of the September 4, 2018, meeting as written. Motion seconded by Sandra Mailey. Motion carried 6-0.

PRESENTATION BY BRANCH CREEK PLACE

Occurred during public comment.

CONSIDERATION TO ADOPT ORDINANCE 18-928 AMENDING "SEWERS AND PRETREATMENT TO MEMORIALIZE SERVICE CONNECTION REQUIREMENTS (ADVERTISED IN THE NEWS CHRONICLE ON SEPTEMBER 11, 2018)

Councilperson Hockersmith moved to adopt Ordinance 18-928. Motion seconded by Councilperson Mailey. Solicitor Wisner stated that as discussed this memorializes the requirement that a property owner is responsible for the service connection that goes from the main to the property which includes the maintenance of that service connection which has been borough policy for quite some time and this is simply reducing it to the ordinance. Councilperson Swartz asked about water lines. Solicitor Wisner stated that that would fall under the SBA in their rules and regulations. President Lage stated that we think that it was always coupled before and then years ago when things got separated out it got taken care of within the water system with their rules and regs and we thought it was written down and memorized within ours but they tried to find it and couldn't so rather than spending more hours searching this was much easier because a lot of hours were already spent searching. Motion carried 6-0.

CONSIDERATION TO APPROVE REVISED PAY APPLICATION NW18 FROM PACT TWO LLC FOR ENR UPGRADE

President Lage reported that there was a lot that went into this revised pay application. Solicitor Wiser explained that Pact had submitted a pay app 18 which was followed by a 19 and 20 as well as a 21 and in reviewing that pay application; this was the transition between Hazen and Sawyer providing primary engineering services for this project and GHD. He went on to explain that having transitions to GHD they perhaps didn't have the level of background information that they needed to review the pay application and some inaccuracies in the way things were reflected on the pay application were noted and after much digging and clarification we are comfortable with this revised pay application from Pact Two which actually replaces a number of proposed pay applications that Pact Two had submitted. Solicitor Wiser stated that GHD is on board with this, along with himself and Nicole and they know now that the numbers are where they should be. President Lage stated that the other part of this is that while it is a large number but it is an accumulation of several payouts because they have not been paid while this was being ironed out. Solicitor Wiser stated that a lot of this is attributable to the headworks project as well. Councilperson Mailey moved to approve the revised pay application NW18 from Pact Two, LLC for the ENR upgrade. Motion seconded by Councilperson Alosi. Councilperson Swartz asked if we are responsible for the entire amount or is it shared with CFJMA? President Lage explained that this is shared with CFJMA but we are the ones that have to approve and are ultimately on the hook and CFJMA have also looked at this and at the joint committee meeting there were no questions. Motion carried 6-0.

CONSIDERATION TO ACCEPT, WITH REGRET, THE RESIGNATION OF ART BERMAN FROM THE PLANNING COMMISSION

Councilperson Mailey moved to accept with regret the resignation of Art Berman from the Planning Commission. Motion seconded by Councilperson Swartz. Motion carried 6-0. Kevin Plasterer asked if they write him a thank you note? President Lage stated that she felt that would be a nice policy. Councilperson Hockersmith suggested a nice certificate of service.

REVIEW DRAFT OF SHIPPENSBURG BOROUGH COMPLAINT FORM

Kevin Plasterer reported that they feel that they need to have something in the office in the event that someone comes in and would like to lodge a complaint there would be a form with documentation, dates, and a response required within 30 days, so that they have a tracking and proof that we are following up with whatever issue residents are having. President Lage stated that she feels it is a good idea and something they should have in place. The President stated that they are just looking for consensus to support staff that it looks good. Council members were in agreement to move forward with utilizing the new form. Fire Chief Randy O'Donnell suggested also in adding it to the website. President Lage stated that she also feels there should be a policy as to where the copies are kept because it would be part of their public records.

CONSIDERATION TO APPROVE RECOMMENDATIONS FROM HARB (HISTORIC ARCHITECTURAL REVIEW BOARD)

30 NORTH PENN STREET, CARL & THELMA BERT; REPLACE SHINGLE AND METAL ROOF WITH METAL ROOF, REMOVE MASONRY FAÇADE AND RESTORE EXISTING BRICK, REPLACE SPOUTING AND DOWNSPOUTS WITH HALF ROUND SPOUTING TO MATCH EXISTING AND IF NEEDED INSTALL NEW DOOR OR STORM DOOR

Councilperson Mailey moved to approve the permit application of Carl and Thelma Bert for their property located at 30 North Penn Street. Motion seconded by Councilperson Burrows. Motion carried 6-0.

32 NORTH PENN STREET, PAUL & MABEL SMITH; REPLACE SHINGE AND METAL ROOF WITH METAL ROOF AND REPLACE EXISTING SPOUTING AND DOWNSPOUTS WITH HALF ROUND SPOUTING TO MATCH EXISITING

Councilperson Burrows moved to approve the permit application of Paul and Mabel Smith for their property located at 32 North Penn Street. Motion seconded by Councilperson Mailey. Motion carried 6-0.

55 WEST KING STREET, HARBOR CHURCH OF THE NAZARENE; REPLACE GLASS SHEETS WITH CERAMIC TILE, REPLACE GLASS ENTRY DOORS WITH WOOD LOOK FIBERGLASS DOORS, INSTALL AWNING ON FRONT OF THE BUILDING FOR LENGTH OF THE PROPERTY WITH NAME AND REPLACE STOREFRONT, SECOND AND THIRD STORY WINDOWS

Councilperson Burrows moved to approve the permit application of The Harbor Church of the Nazarene for their property located at 55 West King Street. Motion seconded by Councilperson Hockersmith. Motion carried 6-0.

239 EAST ORANGE STREET, CARL & MICHELE BRANT; REPLACE WOOD DECK BOARDS WITH COMPOSITE MATERIALS, REPLACE RAILING WITH VINYL RAILING AND STRAIGHT SPINDLES, INSTALL SHINGLES ON FRONT PORCH ROOF AND REPLACE HANDRAIL

Councilperson Hockersmith moved to approve the permit application of Carl and Michele Brandt for their property located at 239 East Orange Street. Motion seconded by Councilperson Burrows. Motion carried 6-0.

328 EAST KING STREET, ANNA BEILER; HANG 3' X 2' OVAL BUSINESS SIGN TO BE HUNG OFF PORCH ROOF AT THE END PERPENDICULAR TO THE HOUSE

Councilperson Swartz moved to approve the permit application of Anna Beiler for the property located at 328 East King Street. Motion seconded by Councilperson Burrows. Motion carried 6-0.

CONSIDERATION TO ADOPT RESOLUTION #18-008; APPROVING THE POLICE MINIMUM MUNICIPAL OBLIGATION FOR 2019 BUDGETING PURPOSES

Councilperson Hockersmith moved to adopt Resolution 18-008. Motion seconded by Councilperson Swartz. Motion carried 6-0.

CONSIDERATION TO ADOPT RESOLUTION #18-009; APPROVING THE NON-UNIFORM DEFINED CONTRIBUTION COMPONENT MINIMUM MUNICIPAL OBLIGATION FOR 2019 BUDGETING PURPOSES

Councilperson Alosi moved to adopt Resolution 18-009. Motion seconded by Councilperson Mailey. Motion carried 6-0.

CONSIDERATION TO ADOPT RESOLUTION #18-010 APPROVING THE NON-UNIFORM MINIMUM MUNICIPAL OBLIGATION FOR 2019 BUDGETING PURPOSES

Councilperson Mailey moved to adopt Resolution 18-010. Motion seconded by Councilperson Burrows. Motion carried 6-0.

EXECUTIVE SESSION

President Lage reported that they do have a brief executive session for personnel issues with no action coming out of it so they will go to other business.

OTHER BUSINESS

Kevin Plasterer reported that he would like clarification on how to proceed with the removal of handicapped stalls if the person that originally requested the stall be placed is no longer living or residing in that location if the current homeowner can request to have it removed. Solicitor Wiser stated that it requires the ordinance to be amended because they are temporarily created by resolution and then reflected in the ordinance. Kevin stated that he will be sure that the resident who requested it is no longer in the area and will bring it back to the next council meeting.

Kevin went on to state that council would need to vote on appointing him to be the Right-to-Know officer in place of John Epley. Councilperson Hockersmith moved to designate Kevin Plasterer as the Right-to-Know Officer for the Borough of Shippensburg. Motion seconded by Councilperson Burrows. Motion carried 6-0.

Councilperson Alosi reported that last evening he attended the Shade Tree Commission meeting with three requests from the public to investigate in regard to trimming a few trees.

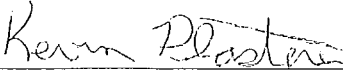
Councilperson Mailey stated that she observed the paving of a block of Stewart Place last week and the guys did a fantastic job. President Lage presented a letter that came in from a person on the weekend that had a sewer issue and was very pleased that she had such a great response from the borough and her issue was immediately taken care of and was very appreciative.

Councilperson Burrows reported that at the last meeting he discussed the Bicycle Friendly Shippensburg Initiative and different spots for bike racks and the SCPRA has volunteered to fund or sponsor the bike rack here at the borough building/park. Councilperson Burrow stated that he would just need to know where they would like to place it. Solicitor Wiser stated that they would need a motion to accept the donation of the bicycle rack from SCPRA and to authorize the Borough Manager to choose the location. Councilperson Burrows stated that it would actually be from the Shippensburg Revitalization Group and the sponsor for this particular bike rack would be SCPRA. Councilperson Burrows moved to accept the donation of a bike rack to be placed at the borough office/park area from the Shippensburg Revitalization Group and the Shippensburg Community Park and Rec Authority and to authorize the Borough Manager to choose the location. Motion seconded by Councilperson Swartz. Motion carried 6-0.

Council went into executive session at 6:50 p.m. and returned at 6:58 p.m.

ADJOURNMENT

There being no further business, Councilperson Hockersmith moved to adjourn the meeting.


Secretary