

MOUNTVILLE BOROUGH COUNCIL
MEETING MINUTES
 December 14, 2020

A meeting of the Mountville Borough Council was held on Monday, December 14, 2020, beginning at 7:00 p.m. via ZOOM Conferencing.

The following Council members participated: President Lenny D. Heisey, Vice President Christine D. Eshleman, Matthew Auker, Jonah Eastep, Jesse Hersh, Harry L. Morgan, and Richard D. Spiegel. Also attending were West Hempfield Township Police Chief Lisa Layden, Mountville Fire Co #1 Chief Dean R. Gantz, Mayor Philip S. Kresge, and Borough Manager Mark G. Pugliese I.

The meeting was called to order at 7:00 p.m. by Council President L. Heisey who then gave an invocation and led in the Pledge of Allegiance.

R. Spiegel moved to accept the minutes of the November 9, 2020 meeting as distributed. J. Hersh seconded the motion, Council was in accord and the motion carried.

C. Eshleman moved to accept the financial reports and fund distributions as presented. R. Spiegel seconded the motion. Council was in accord and the motion carried

Public Safety – Police/Fire

Chair R. Spiegel recognized West Hempfield Township Police Chief Lisa Layden who reviewed the November report which had been previously distributed. Chief Layden advised that there were 68 calls for service in the month of November. She explained the breakdowns within the report and indicated that she was still working on a final version of what the report will look like. No questions on the report

Chair R. Spiegel recognized Mountville Fire Co #1 Chief Dean Gantz. Chief Gantz asked if there were any questions on the report that has been previously distributed. No questions on the report.

R. Spiegel asked how the “Cookies w/Santa Caravan” went. Chief Gantz indicated that he didn’t know because he was not involved with the event.

M. Pugliese reminded Chief Gantz that if the Fire Co had any bills for the Borough to reimburse them for, they need to be submitted as soon as possible due to only one remaining pay distribution for 2020.

Public Safety – Planning/Zoning

Chair J. Hersh made a general comment that he has seen some improvements to homes along Main St as well as other streets in the Borough. He feels that individuals are making an effort to improve the appearances of their homes. He further reviewed the Zoning Officer’s report which included one zoning permit so far in December, one building permit for November and no certificates of occupancy.

#2197 174 Hill Street

Shed Construction

\$35.00

#2198 128 West Main Street Concrete Pad

\$95.00

The Mountville Planning Commission had nothing new for review.

Lastly, J. Hersh reported that he was still working with the Zoning Officer on the Rental Property ordinance on fee schedules. He noted that ABI recently submitted their fee schedule and noted a fee of \$75.00 for rental unit inspections. He will continue to look at other fee schedules as well as look at assigning responsibilities within the ordinance.

General Government

Chair C. Eshleman reported that the proposed 2021 Budget has been properly advertised in the LNP and displayed the proof of advertisement. She then asked council if there were any additional comments. Hearing none, C. Eshleman made a motion for Mountville Borough Council to adopt the 2021 budget as proposed. Motion was seconded by R. Spiegel. Council was in accord and the motion carried unanimously.

L. Heisey thanked C. Eshleman and other council members for their hard work on the budget. C. Eshleman indicated that P. Mitchell did the majority of work on the budget for which she was grateful.

C. Eshleman made a motion to adopt Ordinance 297 fixing the borough tax rate at 2.07 mils. She then proceeded to read the entire ordinance. J. Hersh seconded the motion. Council was in accord and the motion carried unanimously.

C. Eshleman made a motion to adopt resolution 2020-7 establishing the 2021 Budget Funding Program Tax Structure and Fees:

1. Municipal Service Fee for Trash Collection of \$55.00 per quarter per unit
2. Realty Transfer Tax of 1%
3. Local Service Tax of \$52.00

Motion seconded by M. Aufer. Council was in accord and the motion carried unanimously.

C. Eshleman stated that there were several appointments that council had to make and made a motion to appoint Derle Williams and Wendy Weitzel to the Mountville Borough Authority each for a 5-year term; Francis Zimmer to the Mountville Borough Planning Commission for a 5-year term; and Mike Savukas, Sophia Harnes, and Steve Mitchell to 3-year terms each on the Zoning Hearing Board. R. Spiegel seconded the motion. Council was in accord and the motion carried unanimously.

C. Eshleman made a motion to appoint Borough Manager Mark Pugliese as acting Secretary/Treasurer for the Borough. H. Morgan seconded the motion. Council was in accord and the motion carried unanimously.

Lastly, C. Eshleman reviewed the quotes for a new copier and printers as received from Toshiba Business Solutions. A new copier, Toshiba 4515AC, would cost the Borough \$4,395.00. The other option would be to purchase a high-end printer for which two options were given, Lexmark C2240 at \$700.00 or a Lexmark C4150 at \$1,050. Council had general discussion as to the pros and cons of each. M. Pugliese stated that a copier would certainly have its advantages with regards to finishing capabilities but offered that council could approve a printer at a lower cost and re-evaluate it at the end of 2 years without a substantial investment. Council and Mayor Kresge seemed to feel that this would probably be the best route at this time. C. Eshleman asked if these were "All-In-One" printers to which M. Pugliese indicated that

they were based on conversations with salesman. C. Eshleman made a motion to purchase the Lexmark C4150 at a cost of \$1,050.00 and to obtain the service contract. Motion seconded by H. Morgan. Council was in accord and the motion carried unanimously.

Public Works – Streets

Chair M. Auker provided an update to council on the new streetlight that is to be installed on Clay Street. He had received confirmation from PPL that the pole and light are scheduled for installation on January 18, 2020

M. Auker then provided an update on the Winter Maintenance Agreement with Penn DOT for plowing and salting of state roads within the Borough. M. Auker advised council that the agreement had been returned and the Borough would now be responsible for the state roadways in the Borough. M. Auker made a motion that the Borough contract with D.H. Funk's to maintain all of the state roadways in the Borough during inclement weather. C. Eshleman seconded the motion. Council was in accord and the motion carried unanimously.

Mayor Kresge expressed some concerns that one of the reasons that PennDOT always plowed curb to curb was to keep the inlets open for melting snow however this caused an issue with snow and ice being plowed back onto sidewalks. Mayor Kresge stated that Public Works should map out the inlets so that they know where they may have to go back and open them up. M. Pugliese indicated that he would address both issues with DH Funk's and public works personnel.

M. Auker explained to council that he had met with the Borough Manager and public works personnel to develop a procedure for winter roadway maintenance during inclement weather. M. Auker indicated that M. Pugliese had broken down the borough into 4 segments/areas. The plan is to have public works maintain the roadways until there is approximately 2" to 3" of snow or when they would otherwise need assistance from Funk's. Public works personnel chose to be responsible for areas 1 & 2 (north of Main Street) and when Funk's is called in to assist, they would be responsible for areas south of Main St. M. Auker asked that M. Pugliese email the maps to council.

M. Auker inquired as to when funds would be received from PennDOT with regards to the agreement. M. Pugliese stated that he was unsure but would keep council informed.

Mayor Kresge inquired as to why the Borough was responsible for the sidewalks on the Veterans Memorial Bridge on Main Street. He indicated that he had spoken with the mayor of Columbia who stated that PennDOT takes care of the sidewalks on the Rt 462 Bridge. H. Morgan stated that this was discussed some time ago and that the former borough supervisor had exchanges with PennDOT however, ultimately the Borough has maintained those sidewalks. M. Pugliese stated that he was unsure if there was any agreement signed when the bridge was constructed but that he had spoken with some LTAP instructors who indicated that PennDOT is only responsible from curb-to-curb, not sidewalks. M. Pugliese further stated that it may be mute now that the Borough is responsible for Main Street. He did indicate that he would continue to look into it.

M. Auker initiated an update to the Hoover and N. Manor Street engineering study. John Schick, Rettew, was participating in the ZOOM call and M. Auker asked if he would provide a brief explanation of the study. J. Schick stated that initially they were looking at the perceived speeding issue on Hoover Street and had conducted a study that provided them with data in regards to speed and traffic counts. Their study revealed that cars traveling within the 85th percentile were not speeding so he doesn't feel that there is an issue with speeding on Hoover Street. However, when he was on site, he observed that there was an obvious line of sight issue for vehicles traveling north on N. Manor street

wanting to turn onto Hoover Street. Having completed a separate engineering study for the intersection, they were able to use the data from the initial speed study and then measure out the site distance as indicated. The results of the study indicate that the sight distance was well below state requirement and that an "All Way" stop intersection was recommended. J. Schick further stated that he didn't feel as though speed humps would be cost effective on Hoover Street and that while the All-Way stop is being recommended for the issues stated at the intersection, it is not meant in any way to be a traffic calming device.

Chad and Nicole Rieker thanked J. Schick and Rettew for all the work and the studies that they had done and that they were looking forward to the All Way stop even though they would be losing a parking space. N. Rieker stated that she was more concerned about the volume of traffic on Hoover Street rather than speed. She felt that based on her research the volume of traffic was higher than what would be considered a residential street. J. Schick explained that Hoover Street is more of a local collector street than just a local street. As such, the ADT (Average Daily Traffic) is within what would be expected. N. Rieker questioned the volume due to parking on one side. J. Schick stated that parking on one side of the street does act like a traffic calming measure. If the Borough feels that the parking is a hinderance to the flow of traffic then PennDOT would recommend the elimination of parking on both sides of the street.

M. Auker asked if there was anything that the borough could enact to address the issues of the residents. J. Schick explained that based upon his experience, the Borough needs to develop a policy and protocol to address traffic complaints within the Borough. If Council just addresses things as they come in without a plan or procedure then he would anticipate that residents would complain that council took action at one part of the Borough but not another. He further stated that at this time, they are not recommending any action with regards to speed on Hoover Street.

M. Pugliese recommended that council take action on the All Way Stop intersection at the intersection of N, Manor and Hoover Streets as recommended by the traffic engineering study conducted by Rettew. M. Auker reviewed the cost analysis for the installation of signs, drafting and advertising the ordinance, renting equipment to install signs, and improving the crosswalk marking, all at an approximate cost of \$2,061.00. M. Pugliese indicated that the stop signs would be installed by the borough's employees. M. Auker made a motion to authorize the borough solicitor to draft an ordinance for the creation of an "All Way" stop intersection at the intersection of N. Manor and Hoover Streets. Motion seconded by H. Morgan. Council was in accord and the motion carried unanimously.

J. Schick mentioned that other municipalities have an ordinance that council can take action for temporary improvement for 90 days before they take final action. That way they can see if what they are attempting to correct is actually working as well as gauge resident's response. Borough Manager will look into this type of an ordinance with the solicitor.

The Manor and Main Street concerns were discussed. M. Auker reviewed Rettew's estimates for updating the intersection which included engineering costs at \$72,000.00 and construction at 333,532.00 for a total of \$405,532. M. Auker further explained that there were several unknown so he felt that the total cost would come in at approximately \$500,000.00. J. Schick confirmed the numbers as stated. He stated that there were a number of grants that the borough could look at such as the ARLE grant and Green Light Go grant. He indicated that the borough would need to apply each year and it could take as long as 5 years before the borough would be awarded any monies. ARLE applications open in June and decisions are usually announce in September. M. Pugliese asked if there was any work on the project that needed to be accomplished prior to applying for the grant. J. Schick indicated that there isn't since this is an existing control intersection. He stated that they have enough information and justification already to apply for the grant. No further action taken at this time.

M. Auker made a motion to adopt Resolution 2020-8 authorizing the manager to sign the permit application to add louvers to the traffic signal for eastbound traffic on Main Street at College Ave. C. Eshleman second the motion. Council was in accord and the motion carried unanimously.

J. Schick commended the borough manager for being able to get PennDOT to revise a permit so quickly adding that he had never seen PennDOT move so fast. M. Pugliese state that a work order had been place with signal services to add the louvers to all signals for eastbound traffic at a cost of \$2,749.00 which was below council's authorization of \$4,000.00. Parts have been ordered and should arrive in early January. Work should be completed by mid to late January with weather permitting.

The upcoming paving projects were discussed. M. Auker stated that S. Meckley, Rettew, assisted by our public works staff, inspected the storm water pipes and inlets along Fridy Street. He indicated that there doesn't appear to be any issues however, there is one inlet that needs cleaned out for a better inspection. Public works will clean out the inlet for S. Meckley to inspect and if all appears ok, Rettew will prepare a bid package.

M. Auker advised council that the state performed a Highway Funds audit on the borough. There were no issues found and a report will be sent to the borough shortly.

Public Works – Health/Sanitation

Chair H. Morgan stated that it was time to purchase the kraft bags for summer yard waste and leaf collection. M. Pugliese indicated that according to our public works staff, the residents used approximately 12,000 bags in 2020. He further stated that at this time we can only estimate the cost of the bags for next year because municipalities place an order and it goes out for bid. Obviously, the more bags the ordered the lower the cost. Unfortunately, many municipalities are no longer ordering the bags so the cost is expected to increase. Many municipalities are just selling stickers for bags and letting their residents purchase the bags that are available at many locations. M. Pugliese further stated that should we order bags and run out, residents would still be able to purchase bags elsewhere and our trash haulers would collect them. H. Morgan made a motion to order 10,000 kraft bags at a cost yet to be determined but estimated to cost \$7,000.00. R. Spiegel seconded the motion. Council was in accord and the motion carried unanimously.

H. Morgan advised council that the borough's sewage enforcement officer is retiring and the borough will need to find a replacement. M. Pugliese stated that he is working with an individual who may be interested and is a current sewage enforcement officer for other municipalities. He further explained that the last the borough needed the services of an SEA was in 2012. H. Morgan stated that this issue can be tabled until the January meeting.

Parks & Recreation

Chair J. Eastep reported that Mountville is still in need of an individual to serve on the Hempfield Area Recreation Commission (HARC) Board. C. Eshleman asked if the manager could serve in that capacity. M. Pugliese stated that he will look into this however, he mentioned that he is not a resident of Mountville Borough and that he wouldn't want to be taking away the opportunity from a resident should they wish to serve.

Old Business

There is no old business for discussion.

Mayor's Report

Mayor P. Kresge reported that he will be performing a wedding at borough hall tomorrow, December 15th at 9:00 am. He further mentioned that it was a shame that the reception for Pam Mitchell, retiring Secretary/Treasurer had to be canceled. He requested that council consider adding P. Mitchell's name to the plaque that hangs in council's chambers honoring those who served Mountville Borough along with the name of Sue Wile who had passed away today. S. Wile worked on the Historical Society and Bicentennial Committee. L. Heisey made a motion to add the names of Pamela J. Mitchell and Susan M. Wile to the plaque honoring those who have served. C. Eshleman seconded the motion. Council was in accord and the motion carried unanimously.

Manager's Report

M. Pugliese requested that due to the rise in COVID 19 cases within the county and the fact that the borough will be sending out over 1,000 trash bill the following week, that council consider closing of the borough office until at least January 31 as they had in the spring. Staff would still come to work but the office would be closed to foot traffic. J. Eastep made a motion to close the borough office until January 31, 2021. Seconded by C. Eshleman. Council was in accord and the motion carried unanimously.

M. Pugliese further reported that the borough may have an opportunity to replace the gallery chairs in borough hall at minimal cost. He related that there was a business located in Lancaster City that was moving its corporate offices to Atlanta, GA. All of the office contents were going up for auction on-line. L. Heisey made a motion authorizing the borough manager to bid on chairs to replace the gallery chairs at a cost not to exceed \$1,000.00. Motion seconded by H. Morgan. Council was in accord and the motion carried unanimously.

Personnel Committee

L. Heisey reported that earlier in the year he had received several requests from the public works staff which included pay increases which council approved and title change to public works which had also been addressed. However, they had also requested extra vacation and personal time off. The borough manager has reviewed our current personnel policy and has made some recommendations. L. Heisey requested that the personnel committee meet sometime after the holidays to discuss and make a recommendation to council. Committee members were in agreement.

L. Heisey further advised of his disappointment in having to cancel the reception for Pam Mitchell. L. Heisey stated that previously when the Secretary/Treasurer retired, council purchased her an iPad and he was suggesting that council do the same for P. Mitchell. L. Heisey made a motion to purchase an iPad for P. Mitchell at a cost not to exceed \$460.00. C. Eshleman seconded the motion. Council was in accord and the motion carried unanimously.

Miscellaneous

R. Spiegel made a motion to cancel the December 28, 2020 meeting. H. Morgan seconded the motion. Council was in accord and the motion carried.

M. Auker raised a question that was brought before him and council president by the manager on behalf of the public works staff about whether or not the public works staff would be permitted to take the work truck home with them at night when there is a forecast of winter weather so that they can expedite their response to the borough once the roadways become hazardous. After some discussion, council's consensus was that they would leave it up to the borough manager. M. Pugliese indicated that he would first check with the insurance carrier to ensure there were no issues.

With no further business, C. Eshleman moved to adjourn at 9:17 p.m. H. Morgan seconded the motion. Motion carried and meeting was adjourned.

Respectfully submitted,



Mark G. Pugliese I
Secretary/Treasurer

Gallery:

Nicole Rieker

Chad Rieker

Emily Jones

John Schick

Monique MacKenney