

MOUNTVILLE BOROUGH COUNCIL
MEETING MINUTES
March 8, 2021

A meeting of the Mountville Borough Council was held on Monday, March 8, 2021, beginning at 7:00 p.m. in the Mountville Borough Hall at 21 E. Main Street, Mountville, PA.

The following Council members participated: President Lenny D. Heisey, Vice-President Christine D. Eshleman, Matthew Auker, Jonah Eastep, Jesse Hersh, and Richard Spiegel. Also attending were West Hempfield Township Police Chief Lisa Layden, Mountville Fire Co #1 Chief Dean Gantz, Zoning Officer Sam Meckley, 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.

J. Hersh moved to accept the minutes of the February 8, 2021 meeting as distributed. C. Eshleman 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 February 2021 report which had been distributed. She mentioned that everything was within ranges for the month.

Chief Layden then reviewed the 2020 Annual Report stating that the report is in the same format as the monthly reports. She reviewed some of the highlights within the report and advised that they were taking advantage of their fleet management software to look at vehicle speeds and through the use of “geofencing”, they are able to track vehicle moments within certain areas. For example, they are able to tell how much time the patrol vehicles spend in the Borough. Chief Layden went on to state that traffic complaints are still a major concern in the Borough and that due to the circumstances surrounding the pandemic of 2020 and the associated issues, the police department has seen an increase in the number of mental health related calls and the department has started to track calls with a mental health relationship. Lastly, she indicated that all officers within the department will be attending an updated 40-hour mental health training course.

Chair R. Spiegel recognized Mountville Fire Co #1 Chief Gantz. Chief Gantz reviewed the February 2021 monthly report stating that the department responded to 31 calls for service.

Chief Gantz further reported that the grant for the new radios has been submitted and they are waiting to hear results.

Chair asked Chief Gantz if they too have seen an increase in mental health related calls. Chief Gantz stated that this is not something that they track and that the only numbers that they could look at were the number of AED calls that they respond to that were a result of a drug overdose.

Chief Gantz advised Council that even though the 2021 Fund Drive has not started, they have already received 22 donations.

Karl Smith, member of the gallery, asked Chief Gantz if the Fire Company bills residents or businesses for calls. Chief Gantz responded that they have determined that the return is not worth the investment. He did relate that the County HAZMAT Team does bill for their calls as well as materials used.

Chair advised council of a Handicap Parking Application that had been turned in earlier today and asked Council if they wanted to address it now or wait until the next meeting. Council was in accord to address the issue now. Chair advised that George Schwert of 15 W. Main Street completed an application for a handicap parking sign for in front of his residence. All appropriate copies of his license, registration, placard, and placard registration were received as well. R. Spiegel made a motion to grant the application of a handicap parking sign at 15 W. Main Street. C. Eshleman seconded the motion. Motion carried.

Public Safety – Planning/Zoning

Chair J. Hersh reported that 6 permits were issued.

| | | | |
|-------|-------------------|---------------------------------|----------|
| #2202 | 41 Village Dr | 18 solar panels installed | \$244.50 |
| #2203 | 605 Hillside Dr | Finish basement | \$185.40 |
| #2204 | 72 S. Pearl St | 9' X'19' X 8' high deck | \$259.50 |
| #2205 | 38 Park Ave | Finish basement | \$182.70 |
| #2206 | 243 Providence Pl | install 78 linear feet of fence | \$ 35.00 |
| #2207 | 157 Ruby St | install 12'X18'X10' high shed | \$ 43.20 |

Mountville Planning Commission had nothing new for review.

Nothing further to report.

General Government

Chair C. Eshleman advised Council negotiations are under way with COMCAST for the franchise agreement renewal. M. Pugliese advised that he had an initial call with the attorneys and the one thing that would not be part of the renewal would be basic internet for the Borough Hall. Comcast is not required to provide this under federal law and they are eliminating it from their agreements. He also advised that another company, SHENTEL is asking to meet with municipalities. They are direct competitors to Comcast. Manager will provide more information as it becomes available.

Chair asked the Borough Manager if there was any more discussion on the VFW Banners. Manager advised that he had been in contact with Mike Gieniec but no decision has been made. Chair advised Council that during the February meeting there was discussion about contributing the \$2,000.00 earmarked for the Memorial Day Parade to the banners since the parade has been canceled for this year. Chair advised that monies were not budgeted in the 2021 Budget for the Memorial Day Parade due to the Borough donating \$2,000.00 in 2020 for the parade but it too was canceled. The VFW retained the monies to be utilized for the 2021 parade.

Lastly, C. Eshleman advised Council that there is a provision in Governor Wolf's 2021/2022 Budget proposal that calls for municipalities to contribute to the funding of the PA State Police. Mountville Borough would be required to pay a fee in excess of \$8,000.00 should this provision pass. Chair asked the Borough manager if he had any additional information. M. Pugliese advised that he had spoken with Senator Ryan Aument and that the Senator does not feel that this provision will pass. However, should it appear to be gaining momentum in the Senate, Senator Aument will contact him.

Public Works – Streets

Chair M. Auker addressed the winter maintenance costs with Council. He referred to an information paper distributed by the Borough Manager that reflected the following numbers to date.

| | |
|---|--------------------|
| Expenditures for DH Funk to maintain state roads - | \$19,509.50 |
| <u>Expenditures for DH Funk to assist with borough roads-</u> | <u>\$ 2,420.00</u> |
| Total | \$21,929.50 |
| | |
| Expenditures for Public Works staff and materials - | \$ 7,575.52 |
| | |
| Total Expenditures year-to-date | \$29,505.02 |
| | |
| 2021 Winter Maintenance Budget w/PennDOT funds - | \$16,778.74 |

Chair discussed draft Ordinance No. 298, All-Way Stop intersection at Hoover and Manor Streets before Council and the public for discussion. Chair advised that the Ordinance was duly advertised in accordance with the Borough Code requirements in the Lancaster Newspaper (LNP), a paper of general circulation, on February 25, 2021. Diane & Dave Schaeffer, from the gallery, asked several questions with regards to parking being lost as well as speed. Manager advised that he had previously marked of the area in front of their home and that he feels they may only lose approximately 10' of parking space due to the location of their driveway. With regards to speeding, M. Pugliese stated that the All-Way stop is designed to address the line-of-sight issue for individuals traveling north on N. Manor St. intending to turn onto Hoover St. There may be unintended results of slowing traffic down but that is not the reason for the Ordinance. Chair mentioned that there were several traffic studies conducted which suggested that there was not an issue with speeds on Hoover St. M. Auker made a motion to adopt Ordinance # 298 which designates the intersection of Hoover Street and Manor Street an All Way Stop intersection and authorize the public works department to install and maintain all appropriate signs accordingly. R. Spiegel seconded the motion. Motion carried.

With regards to Main Street, Chair mentioned that the louvers had been installed on the lights for eastbound traffic on Main St. at the intersection with College Ave. and Lemon St. There was discussion in reference to the left signal needing to be adjusted. M. Pugliese mentioned that he had communications with Signal Services who advised that the left signal is adjusted as far as it can be. The technician had attempted further adjustment but the bracket is seized and if Council wished further adjustment it would require a new bracket plus extra personnel to control traffic while the work is being performed. Council was in accord to leave the lights the way they are for now to gauge their effectiveness.

Chair further mentioned that the Borough Manager had been in contact with Century Link with regards to their pole on the SE corner of Main and Manor Streets. M. Pugliese advised that he had met with a representative from Century Link in reference to updating the pole light on the SE corner pole of the intersection as well as adding an additional 12" signal

in the middle of the intersection. The representative didn't feel that this would be an issue but wanted to do some calculations on the signal weights. Mayor Kresge mentioned that he would rather see the installation of two hanging 12" signals rather than replacing the pole signal. M. Pugliese mentioned that we may be asking for too much at this point but that we can wait to see what Century Link has to say to approach this.

Chair brought the 2021 Paving Projects before Council and asked S. Meckley to address the bid proposals received and RETTEW's recommendations. S. Meckley referred to the memorandum of Mike Knouse from his firm dated March 5, 2021 that outlined the bid results as well as their recommendation. RETTEW recommended that Council award the bid to Kinsley in the amount of \$142,760.00 for the paving project as well as authorize Abel Recon to re-line the storm water Corrugated Metal Pipes (CMP) at a cost of \$29,300.00 prior to the paving work being initiated. S. Meckley advised Council that Abel Recon is a COSTARS vendor therefore there would be no need to go through the bidding process for this work.

L. Heisey asked how much money was budgeted for this project. M. Pugliese mentioned that there were no monies budgeted for the project, however the project qualifies for Highway Aid Funds. There was additional discussion around project management.

M. Auker made a motion to award the 2021 Roadway Paving Project as advertised to Kinsley Construction, Inc. with a bid in the amount of \$142,760.00. C. Eshleman seconded the motion. Prior to a vote, M. Pugliese informed Council that an "Invitation to Bid" was duly advertised in accordance with the Borough Code in the Lancaster Newspaper (LNP), a paper of general circulation, on February 12, 2021 and February 15, 2021. Motion carried.

M. Auker made a motion to accept the quote from Able Recon in the amount of \$29,300.00 to re-line the corrugated metal pipe in accordance with the presented documentation. R. Spiegel seconded the motion. Motion carried.

S. Meckley advised that the next several steps in the project would be to get all the documentation signed and to hold a pre-construction meeting.

Chair advised council that additional quotes to repair the backhoe have not been obtained, therefore this item is tabled until the next Council meeting.

Chair then referred Council to the memorandum from S. Meckley in reference to providing grant writing consulting to the Automated Red Light Enforcement Program which Council had asked to be prepared. S. Meckley advised Council that RETTEW quoted an amount of \$6,500.00 to prepare the ARLE Grant for 2021. He further mentioned that there were several items within the proposal that would require obtaining recent data however, this data could be used for up to 3 yrs. Therefore, should the borough not be awarded the grant in 2021 or should the ARLE Grant not be offered this year, then the data would still be able to be used for 2 additional years making the cost of future application less expensive or possibly allowing Borough staff to be able to complete the application using the prior data. Chair asked if any of the data collection fees could subsequently be paid for using grant funding to which S. Meckley replied that it wouldn't, however, any cost following the award would be eligible for grant funds. S. Meckley did advise council that there was no matching funds requirement in the ARLE grant. Since the grant has not yet been announced for 2021, M. Auker suggested that this item be tabled until the next council meeting and that RETTEW breakout the expenses within the memorandum.

Chair advised Council that the results of the Liquid Fuels Audit had been received and forwarded to all of Council. He asked the Borough Manager to comment on the findings. M. Pugliese advised Council that this was not a true audit but an “Attestation Engagement” performed by the Auditor General’s Office. In short, they look at our procedures and policies for the handling of Highway Aid Funds to determine if we are doing things properly. Their findings conclude that we were doing everything properly for the period of January 1, 2018 to December 31, 2019.

Public Works – Health/Sanitation

Chair H. Morgan was absent. M. Pugliese reported that there is still a need to fill the vacant Sewage Enforcement Officer position. Upon consulting with other municipalities, he found that several of them use their contracted engineering firm. M. Pugliese contacted S. Meckley with RETTEW to see if they have anyone on staff that could fill this roll. Subsequently, M. Pugliese was provided with a 2021 Rate Schedule for SEO Services from RETTEW. M. Pugliese asked Council if there were any objections to RETTEW performing the service and if not, he would prepare a resolution for the next Council 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. Staff placed information on the sign at the front of the building which generated several phone calls but nothing more. M. Pugliese reported that HARC sent an email to all of their members who are also residents of Mountville to see if they can generate some interest.

Chair asked S. Meckley to brief Council on the status of the MS4 project and NFWLF and Greenway Grants. S. Meckley informed Council that the NFWLF grant for \$200,000.00 is active. When this grant was applied for the scope of the Spring Hill Park Basin Project was projected at \$250,000.00 which the Borough was responsible for \$50,000. The Greenway Grant for \$200,000.00 is not active yet but will allow for expansion of the current project along Rt 30. The MS4 Project Coordinator for the Borough is asking that Council authorize RETTEW to perform the Topographic Survey for the project at a cost of \$2,500.00. J. Eastep made a motion to authorize RETTEW to perform the Topographic Survey for the Spring Hill Park Basin at a cost of \$2,500.00 as outlined in the document provided to Council. J. Hersh seconded the motion. Motion carried.

Chair discussed the “Woodworks Playground” and the grant from the Lancaster Count Redevelopment Authority. The Borough Manager has submitted the letter of intent as required for the grant, however, while most projects under the grant are at a 20%/80% funding ratio, the grants for recreational facilities is a 50%/50% grant. Chair asked Council if they would be able to provide a figure that they were comfortable with for the matching fund grant. At this time Council felt it best to see what the estimates were for the playground equipment and make a determination from there. Mayor Kresge added that maybe we should seek some community input on what they want in the playground, possibly having a meeting in the park. Karl Smith, member of the gallery, mentioned that the Borough is in line to receive funding from the recently passed pandemic relief act. Manager further related that he was looking at other grant opportunities.

Chair updated Council as well as Jennifer MacKenney, who was in the gallery, on Ms. MacKenney’s complaint with regards to trespassing and vandalism on her property that she feels is a result of the baseball field at the Community

Park. He advised that the Borough Manager had contacted MYAA and he is trying to coordinate a meeting with those involved. Ms. MacKenney was open to meeting with MYAA representative.

Mayor Kresge advised that he had received an email from Andrew Stern, West Hempfield Township Manager, in reference to a complaint that he had received from someone wanting to know why dogs are not permitted at the Lake Grubb Nature Preserve. The Mayor stated that A. Stern handled the complaint well. The Mayor wanted to explain that the reason that dogs are not permitted at Lake Grubb is that the initial intent as well as funding from various sources was that this was to be a nature preserve and allowing dogs in the park would disrupt nature.

Old Business

No old business to discuss.

Mayor's Report

Mayor Kresge advised Council that he had received a letter from the Mayor's Association of PA in reference to "Bells Across America" event. He advised that he would discuss this at the upcoming Mayor's Association meeting to see what the level of participation is within Lancaster County.

Manager's Report

M. Pugliese advised Council that he had received a request from John Hess, Manager of the Mountville Community Center, on the behalf of Day Spring Christian Academy for the landing of a helicopter at the Community Park on April 28th. M. Pugliese recommended that prior to Council acting on the request that Day Springs Academy should submit a formal request as well as stating what safety measures would be in place as well receiving a copy of their liability insurance certificate. This item tabled until the next Council meeting.

Manager mentioned that the Field of Screams had provided a list of tentative events for 2021 in accordance with their agreement with the Borough. This was distributed earlier to all members of Council.

M. Pugliese further mentioned that staff is continuing to make improvements to Borough Hall that included hand sanitizers being placed at the front and rear entrances to the building, the vinyl flooring at the front entrance and restroom were stripped and waxed, the water fountain was removed from Council Chambers, and files continue to be organized. He also mentioned that staff is hoping to repair the termite damaged flooring prior to the primary elections.

Personnel Committee

As a follow up to the February 8, 2021 Council meeting, L. Heisey reported that the Personnel Committee met on Wednesday, January 13, 2021 at 8:00 am in the Borough Hall. They discussed changes to the Borough's leave policy which included three weeks' vacation after five years of continuous service and four weeks' vacation after twelve years of continuous service. The committee further discussed an additional incentive program of allowing employees to receive a buy-out of a portion of unused sick time. He directed members to the memo from the Borough Manager dated January 29, 2021. After a brief discussion, R. Spiegel made a motion to adopt the changes to the personnel policy

as stated in the memo with regards to Holidays and Vacation and to exclude any changes regarding Personal Time and Sick leave "cash-in". C. Eshleman seconded the motion. Motion carried.

At this time President Heisey read a letter of resignation from Mark Pugliese, Borough Manager with an effective date of no later than May 31, 2021. R. Spiegel made a motion to accept the manager's letter of resignation. Seconded by C. Eshleman. Motion carried.

L. Heisey thank M. Pugliese for his work noting that the Manager got the Borough closer to where they want to be. Several other members also thanked him for his time with the Borough.

Council then discussed the options they have in filling the vacant position. L. Heisey stated that there have been individuals who have already expressed interest in the position through word of mouth. Council asked M. Pugliese to contact the two individuals who were interviewed for the position in October 2020 to determine if they were still interested in the position. Personnel Committee will consist of President L. Heisey, Vice President C. Eshleman, H. Morgan & Mayor Kresge.

Miscellaneous

Mayor Kresge asked Council to reconsider the placing of portable comfort stations in the parks. Community Park and VFW Park would be just for the winter months when the comfort stations are closed. For Lockard Park and Spring Hill Park, he asked that they consider being placed there all year. No decision was made at this time pending estimates for making the Community Park's comfort station a year-round facility.

Mayor Kresge further asked Parks & Recreation Chair to look in to lining the tennis courts for pickleball as well.

J. Hersh made a motion to cancel the March 22, 2021 Borough Council Meeting. Seconded by R. Spiegel. Motion carried.

With no further business, J. Hersh moved to adjourn at 9:20 p.m. Meeting was adjourned.

Respectfully submitted,

Mark G. Pugliese I
Secretary/Treasurer

Gallery:

Steve Mitchell

Karl Smith

Jennifer MacKenney

Diane & Dave Schaeffer