

**MOUNTVILLE BOROUGH COUNCIL
MEETING MINUTES
December 12, 2022**

A meeting of the Mountville Borough Council was held on Monday, December 12, 2022, at 1900 hrs. in the Mountville Borough Hall at 21 E. Main Street, Mountville, PA 17554.

The following Council members were present:

- Matt Aufer, Theresa Baker, Jonah Eastep, Christine Eshleman, Lenny Heisey, Phil Kresge, Rick Spiegel and Mayor Steve Mitchell.
- Also, present were West Hempfield Township Police Corporal Ryan McKernan, Mountville Fire Co #1 Chief Dean Gantz, and Borough Manager Derrick Millhouse.

The meeting was called to order at 1900 hrs. by Council President P. Kresge who then gave an invocation and led the Pledge of Allegiance.

President Kresge addressed the visitors in the room. He advised them of the public comment sections of the meeting, and if anyone wished to be heard during those times, they could stand, state their name, and address, and then address the Council.

Public Comment

- None

Recognition of Visitors

- None

Meeting Minutes and Financial Reports

- *C. Eshleman moved to accept the minutes of the November 14, 2022, meeting as distributed.* M. Aufer seconded the motion. Council was in accord and the motion carried.
- *M. Aufer moved to accept the financial reports and fund distributions as presented.* T. Baker seconded the motion. Council was in accord and the motion carried.

Public Safety – Police/Fire

Chairperson – Vacant

- P. Kresge recognized WHTPD Corporal R. McKernan who reviewed the report for the month of November 2022.
- P. Kresge recognized Mountville Fire Co #1 Chief Gantz who reviewed the November 2022 monthly report.

Public Safety – Planning/Zoning

Chairperson – Lenny Heisey

- S. Meckley from Rettew Assoc. reported that 1 permit was issued for this reporting period:
 - #2303 41 Pennridge Ave. Solar Panels \$ 309.50
- Code Enforcement is moving forward with properties at 5 E. Main St. and 23 N. Manor St.

General Government

Chairperson – Christine D. Eshleman

- Municipal Employee Wages Discussion
 - The Personnel Committee met earlier in the month and discussed wage increases for 2023. The following recommendations were made to Council from the Personnel Committee.
 - Borough Manager: 6.0% increase to \$77,093.76/yr.; Public Works: 8.0% increase to \$24.90/hr.; Administration: 6.0% increase to \$18.47/hr.; Crossing Guards: 4.0% increase to \$14.61/hr.
 - *C. Eshleman moved to approve the 2023 wage increases as presented.* L. Heisey seconded the motion. Council was in accord and the motion carried.
- Amend the 2022 Budget
 - Several changes were required to the budget to account for added income and expenditures for the year. Several large projects have increased costs in legal fees, consulting fees and planning and zoning costs. Fuel costs were underestimated and the transfer of funds from savings to Capital Reserve was not included in the original budget. Increases in income for EIT and interest earnings did offset some of the added expenditures.
 - *C. Eshleman moved to approve the amended 2022 budget as presented.* R. Spiegel seconded the motion. Council was in accord and the motion carried.
- The following appointed positions were open for reappointment in 2023:
 - Borough Planning Commission
 - *C. Eshleman moved to appoint Lynn Pyott to the Mountville Borough Planning Commission (5-year term).* M. Auker seconded the motion. Council was in accord and the motion carried.
 - Mountville Authority
 - *C. Eshleman moved to appoint Steve Mitchell to the Mountville Borough Authority (5-year term).* R. Spiegel seconded the motion. Council was in accord and the motion carried.
 - LASA Board
 - *C. Eshleman moved to appoint Derrick Millhouse to the LASA Board (5-year term).* J. Eastep seconded the motion. Council was in accord and the motion carried.

Public Works – Streets

Chairperson – Matthew T. Auker

- The Main and Manor project for signal lights:
 - An updated project schedule was presented to Council by Rettew Associates. The bid documents have not been finalized but should be finalized before next meeting for bid in mid-January.
- Huntington Drive/Providence Place and Lemon Street repaving projects:
 - There is money in the 2023 budget allocated for these projects. We are still awaiting word from the Statewide Share Grant to see if we will receive a portion of that grant money for the Huntington Drive/Providence Place project. It should be considered that both projects go out to bid early in the 2023 year to get the best pricing. Rettew Associates recommends bidding these projects together and if grant money is received, the project can be split into two separate projects. The thought is that if they are bid as one project, the Borough can save in mobilization costs.
 - *M. Auker moved to approve the development of bid documents for the Huntington Drive/Providence Place and Lemon St. projects.* R. Spiegel seconded the motion. Council was in accord and the motion carried.

- Oil Chip and Fog Seal is still scheduled to proceed prior to July 1, 2023 for Summit Hills and will be coordinated with any new project.
- Spring Street discussion
 - A discussion to either reconstruct Spring Street or close Spring Street is needed. The road needs major repair, and a decision needs to be made on its future. The Borough Manager has ordered a traffic study for the roadway and Norfolk Southern will be contacted to discuss the low grade crossing.

Public Works – Health/Sanitation

Chairperson – Rick Spiegel

- There are 28 accounts that have not paid the fees for the fourth quarter 2022.
 - *R. Spiegel moved to send 28 4th quarter accounts to Creditech for collection.* C. Eshleman seconded the motion. Council was in accord and the motion carried.
- *There are 4 accounts in lien which have not paid the 4th quarter 2022 fee.* These accounts are as follows:
 - 156 E. New St., 13 Park Avenue, 167 N. Church St. and 425 Huntington Drive.
 - *R. Spiegel moved to stop collection at these addresses until the accounts are paid current.* T. Baker seconded the motion. Council was in accord and the motion carried.

Parks and Recreation

Chairperson – Jonah M. Eastep

- HARC report
 - S. Lavenberg reported on the status of HARC and future improvements for the facility and its programs.
 - S. Lavenberg was confirmed to serve on the HARC committee for the year 2023 and 2024. This was not clear when the original appointment was made, however the intent of the original appointment was a 3-year term.

Engineer's Report

- Engineering fees will increase slightly for 2023.

Manager's Report – No Report.

Mayor's Report – No Report.

Personnel Committee Report – No Report

Unfinished Business

- Handicapped Parking at 28 E. Main St.
 - A request was made by Council to have the applicant come to a Council Meeting. The applicant was contacted via phone and a message was left for her to contact the office. The applicant has not contacted the office, nor has she made herself available for the meeting.

New Business

- Resolution 2022-11 – Real Estate Tax Rate
 - The tax rate will remain unchanged for 2023.
 - *C. Eshleman moved to approve Resolution 2022-11.* R. Spiegel seconded the motion. Council was in accord and the motion carried.
- Resolution 2022-12 – 2023 Budget Funding Program Tax Structure and Fees
 - The rates will remain unchanged for 2023.

- *M. Aufer moved to approve Resolution 2022-12.* J. Eastep seconded the motion. Council was in accord and the motion carried.
- Land Conservation Easement
 - A land conservation easement is required for 363 W. Main Street because of the approved sub-division. This easement will encompass Strickler Run and the unnamed tributary running into it. Attorney Zuke has reviewed the document and if Council agrees with Section 4, the agreement is ready to be approved. Rettew Associates has reviewed Section 4 and noted that the restrictions are reasonable.
 - *R. Spiegel moved to approve the land conservation easement agreement for the property at 363 W. Main Street.* C. Eshleman seconded the motion. Council was in accord and the motion carried.

Public Comment

- None

Miscellaneous

- *C. Eshleman moved to cancel the December 26, 2022 meeting.* R. Spiegel seconded the motion. Council was in accord and the motion carried.

With no further business, the meeting was adjourned at 2043 hrs.

Respectfully submitted,

Derrick J. Millhouse
Manager/Treasurer

Gallery:
Karl Smith