

**MOUNTVILLE BOROUGH COUNCIL
MEETING MINUTES
December 11, 2023**

A meeting of the Mountville Borough Council was held on Monday, December 11, 2023, at 1900 hrs. in the Mountville Borough Hall at 21 E. Main Street, Mountville, PA 17554.

The following Council members were present:

- Matt Auker, Theresa Baker, Christine Eshleman, Jonah Eastep, Lenny Heisey, Phil Kresge, Rick Spiegel, and Mayor Steve Mitchell.
- Also, present were West Hempfield Township Police Chief Lisa Layden, Mountville Fire Co #1 Chief Dean Gantz, Jr., 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.

Agenda Additions

- None.

Public Comment

- None.

Recognition of Visitors

- None.

Meeting Minutes and Financial Reports

- *C. Eshleman moved to accept the minutes of the November 15, 2023, meeting as distributed. M. Auker seconded the motion. Council was in accord and the motion carried.*
- *R. Spiegel 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 – R. Spiegel

- Chairperson Spiegel recognized WHTPD Chief L. Layden who reviewed the report for the previous month.
- Chairperson Spiegel recognized Mountville Fire Co #1 Chief D. Gantz who presented the monthly report that was distributed to Council earlier.
 - The fund drive has raised just over \$43,600.00 so far.
 - The generator has been repaired.

Public Safety – Planning/Zoning

Chairperson – L. Heisey

- Chairperson Heisey reported that 2 permits were issued for this reporting period:
 - #2345 55 East Main Street Paving \$ 135.00
 - #2346 57 East Main Street Paving \$ 135.00
 - #2347 61 East Main Street Paving \$ 100.00
 - #2352 325 East Main Street Paver Patio \$ 100.00
 - #2355 119 East Main Street Fence \$ 54.60
 - #2356 123 East Main Street Fence \$ 35.00
 - #2357 85 Rockford Rd Fence \$ 35.00
 - #2358 110 E. Hoover St Paving \$ 35.00
- 2 properties have been given until January 2, 2024 to clean up.
- Zoning hearing board met for the appeal of Notice of Violation for Field of Screams.

Public Safety – Health/Sanitation

Chairperson – T. Baker

- There are 29 overdue trash accounts for the fourth quarter.
 - *T. Baker moved to send the 29 accounts to Creditech for collection. R. Spiegel seconded the motion. Council was in accord and the motion carried.*

General Government - Personnel

Chairperson – P. Kresge

- We found an interested person to sit on the LIMC UCC Board of appeals.
 - *C. Eshleman moved to appoint Tim Burke to the LIMC UCC Board of appeals. R. Spiegel seconded the motion. Council was in accord and the motion carried.*
- The Personnel Committee is recommending the Council hire Marsha Kline to fill the office assistant position at the Borough office.
 - *L. Heisey moved to hire Marsha Kline for the office assistant position. C. Eshleman seconded the motion. Council was in accord and the motion carried.*

General Government - Budget

Chairperson – C. Eshleman

- Due to large expenditures for several grant funded projects, the 2023 budget will need to be amended to reflect the actual spending and expected grant reimbursements.
 - *C. Eshleman moved to accept the amended 2023 budget as presented. R. Spiegel seconded the motion. Council was in accord and the motion carried.*

General Government – Public Outreach

Chairperson – P. Kresge

- No Report.

General Government – Building Committee

Chairperson – P. Kresge

- No report.

Public Works – Streets

Chairperson – Matthew T. Auker

- The Main and Manor project for signal lights.
 - Final inspection soon.
- Huntington Drive/Providence Place and Lemon Street repaving projects:
 - These projects are complete.
- Spring Street RR crossing closure.
 - Currently under review by the PUC.

Public Works - Parks and Recreation

Chairperson – Jonah M. Eastep

- The phase 2 documents for Spring Hill park have been submitted for review.
- The Lions benches are built, they just need to be installed.

Engineer's Report –

- No report.

Manager's Report –

- Sylvan Retreat apartments provided a \$5,000.00 check to the Borough as a donation in lieu of taxes.
- Reorganization meeting will be January 2, 2024.
- The Manager contract is up for renewal.

Mayor's Report –

- No Report.

Unfinished Business

- None.

New Business

- AED's are available free of charge to the Borough, if the Borough is willing to pay for the maintenance of them.
 - *C. Eshleman moved to acquire 2 AED units for the Borough.* M. Auker seconded the motion. Council was in accord and the motion carried.
- Resolution 2023-3 Municipal Tax Rate 2024
 - The rates remain the same as last year.
 - *R. Spiegel moved to approve Resolution 2023-3.* L. Heisey seconded the motion. Council was in accord and the motion carried.
- Resolution 2023-4 Tax Structure and Fees
 - The trash collection fee will need to increase from \$65.00/qtr to \$67.00/qtr
 - *L. Heisey moved to approve Resolution 2023-4.* C. Eshleman seconded the motion. Council was in accord and the motion carried.

- **New Pickup Truck Purchase**
 - Public Works would like to replace the 2011 Ford truck. An email was sent explaining the reasons for replacement. The new truck will require new equipment such as plow, salt spreader, bed liner, lighting and will also require lettering.
 - *T. Baker moved to purchase a new 2024 Chevy pickup truck, plow, spreader, bed liner, lighting and lettering for a COSTARS pricing amount NTE \$70,000.00, using Capital Reserve funds. C. Eshleman seconded the motion. Council was in accord and the motion carried.*
- **Network switch to cloud-based system.**
 - Flagstream has recommended going to a cloud-based system to achieve our office goals moving forward. This will require some initial fees to set the system up in the amount of \$3,138.00 and then monthly fees of \$275.00 for maintenance.
 - *L. Heisey moved to contract with Flagstream to install the cloud-based network at a cost of \$3,138.94 and the monthly service fees of \$275.00. R. Spiegel seconded the motion. Council was in accord and the motion carried.*

Public Comment

- None.

Miscellaneous

- M. Auker stated he and his family will be moving out of the Borough shortly.
- C. Eshleman moved to cancel the December 25, 2023, Borough Council meeting. J. Eastep seconded the motion. Council was in accord and the motion carried.

With no further business, the meeting was adjourned at 2110 hrs.

Respectfully submitted,



Derrick J. Millhouse
Manager/Treasurer

Gallery:

No visitors present.