

## LEWISBERRY BOROUGH COUNCIL MEETING

MONDAY NOVEMBER 1, 2021

The meeting was called to order by Patrick Groft, Council President, leading in the Pledge of Allegiance to the Flag.

### MEMBERS PRESENT

Wayne Branyan, Mayor; Patrick Groft, Council President; Council Members; Robert Griffith, Michelle, Fletcher, William Thompson, Maureen Berezna.

Also Present: Yvonne Allard, Borough Manager; P. Daniel Altland, Borough Solicitor

### PUBLIC PRESENT \*SEE ATTACHED SIGN IN SHEET\*

### RECOGNITION OF PUBLIC

- Chief Jason Loper reports there were 8 calls for service and 7 traffic incidents (citations and warnings) in October. Drug takeback on Saturday October 23<sup>rd</sup> at the Community Building parking lot in conjunction with Family First Healthcare from 10 am – 2pm, not as high a turnout as the spring due to weather, but still a decent collection with 5 boxes collected. Trick or Treat night went well, Fairview PD tried to have a presence in the Borough that night, but due to staffing issues and more serious calls, officers were not able to spend a large amount of time in the Borough that evening.

### APPROVAL OF MINUTES

- Maureen **BEREZNAK** made a motion, seconded Michelle **FLETCHER** to approve the October 2021 Regular Meeting Minutes. Motion carried, 5-0.

### APPROVAL OF INVOICES AND RECEIPTS

- Maureen **BEREZNAK** made a motion, seconded by William **THOMPSON** to approve the General Fund, Electric Fund, Road Fund, and Building Maintenance account invoices for payment. Motion carried, 5-0.

### SOLICITOR'S REPORT

- Solicitor Altland reports that his business is covered under New Business.

### MAYOR'S REPORT

- Mayor Branyan discusses Trick or Treat night. He believes it went off very well, the weather was good and the rain date was not needed. Mayor Branyan also responded to a request from Manager Allard to investigate a power circuit failure at the Borough Park building last month, the circuit was overloaded and the plugged in devices just needed to be spread out over various circuits.

### COMMITTEE REPORTS

#### Road Committee:

- President Groft inquires as to the status of the DCED Multimodal Transportation Fund Grant. Manager Allard states it is set to be awarded on November 16, 2021. After that board meeting all applicants will be notified of award status.

#### Electric Committee:

- Council Member Thompson states the following:

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- It was public power week last week, a flag commemorating public power was received from AMP and Council Member Fletcher volunteers to display it on her fence.
- Wednesday, November 3, 2021 at 9:30 am there will be a virtual meeting regarding the NextERA Capacity Hedging that is being proposed.
- Another virtual meeting is scheduled the same day November 3<sup>rd</sup> at 11:30 am for the Fremont Energy plant participants.
- A third virtual meeting for the AMP R.I.C.E. Peaking Project participants is scheduled for November 8<sup>th</sup> at 3 pm

### Insurance Committee:

- No report

### Building and Grounds Committee:

- President Groft brings forth the following:
  - The Community Room at the Community Building is still in disarray following the flood from the leaky pipe a few months ago. Estimates were obtained from Innovative Flooring and carpet samples were received. Another quote is being obtained.
  - The interior of the building is also in need of painting, and so if the carpet is being replaced, it may be a good time to also do the painting. Council Member Griffith will look into obtaining quotes for the painting.
  - Came out to measure and look at the Fire Hall front doors and investigate the surround to ensure the doors will be able to be fastened to the existing framing. A question presents if both doors should open and should both doors be removable or not.
  - LR4 came out to look at the Community Building roof. They fixed flashing that was pulled loose. They will not be billing for the work. They did say that the roof will need to be replaced soon.
  - The refrigerator at the Park Building is not working right, he would like Council Member Soltis to look at it, but he is not present this evening.
  - The Park Building and Community Building were rekeyed by Duty's Lock and Safe recently. Manager Allard distributed the current key form and Messiah University's key assignment policy. Discussion ensued. Council agrees Messiah's key assignment policy should be used as a template for the Borough's key assignment policy, and the assignment form edited to include a copy of driver's license and a line stating a fee may be assessed for failure to return a key. Manager Allard will make the changes and draft the policy.
  - After repeated overloaded circuits at the Park Building, another circuit should probably be added out at the Park Building. Discussion ensued. President Groft will enlist Council Member Soltis to investigate.
- Council Member Griffith brings forth the following:
  - An area right above the medical center's window on the side of the building where the fascia board has rotted and the birds were able to push up the soffit and nest. This was not an area of soffit that was replaced when the other soffit was replaced.

### OLD BUSINESS

- Manager Allard states that the telephone proposal from Verizon was quoted at \$60 per month, the desk phone price was reduced to \$120 plus a \$50 credit on the 2<sup>nd</sup> or 3<sup>rd</sup> bill cycle. The \$60 per month is broken down into \$45 per month for the main Borough line, and \$15 per month paid from the Electric Fund as it will be the electric emergency number. A motion was made by Maureen **BEREZNAK**, seconded by

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Michelle **FLETCHER** to accept the Verizon telephone system quote and change over the phone service to Verizon. Motion carried, 5-0.

- President Graft brings forth the following:
  - The Borough Square in front of 213 Market Street where the three trees were removed is still being used as a parking area for the residents of that address. Council Member Thompson suggests a sign be put up that says “No Parking, Violators will be towed.” A Japanese Maple tree was approved for planting in that area and is waiting to be planted by Peachy’s Landscaping.
  - The issue of Commissions vs. Committees was brought up previously. With Council Member Thompson ending his term on Borough Council, Council would like Council Member Thompson to stay on to help with electric company and continue his relationship with AMP as the liaison between AMP and the Borough. A motion was made by William **THOMPSON**, seconded by Michelle **FLETCHER** to change the Electric Committee to the Electric Commission beginning January 1, 2022 to enable Mr. Thompson to continue to serve without being on Council. Motion carried, 5-0.
- Council Member Griffith states the electric box is not as secure as thought. Council members Griffith, Thompson, and Solicitor Altland were all able to stick their arms in. The company through which the box was purchased said it is not a secure box, it was meant for small packages and letters. Council Member Griffith is waiting on Ken Mansberger to look at the boxes and see if they can be modified to be bolted shut and a slot cut in.

### NEW BUSINESS

- President Graft recognizes Red Land Girls Softball Association (HEREIN known as “RLGSA”)
  - President Lisa Vonhouser and a Board Member Josh to discuss possible dugouts and field revision. The CAD drawings for the dugouts were presented. Discussion ensued. A motion was made by Maureen **BEREZNAK**, seconded by Michelle **FLETCHER** to allow RLGSA to start the bidding process for the dugouts proposed. Motion carried, 5-0.
  - The RLGSA board members present two estimates obtained to recut the fields and help reshape the fields to allow better water runoff. One estimate was obtained from Central Penn Landscaping for \$5,645.00 they did the Winding Hills complex. The second estimate was from Le Grows, Inc. and was quoted as \$23,800.00. Discussion ensued. Council would like RLGSA to obtain another estimate since the two are so far apart.
- Solicitor Altland brings forth the following:
  - Ordinance 2021-03 Customer-Owned Generation. A recent FERC rule change regarding interconnection for rooftop solar generation was made. An ordinance which will amend Chapter 12 of the Lewisberry Borough Code was drafted, and subsequently advertised via approval at last month’s council meeting. AMP is currently working on Appendix A which will cover the technical requirements and specifications for interconnection, which should be ready in the spring time, but for now, the change to the ordinance must be adopted. A motion was made by William **THOMPSON**, seconded by Robert **GRIFFITH** to adopt Ordinance 2021-03, regarding allowing interconnection of customer-owned generation. Motion carried, 5-0.
  - 108 Market Street has a lot of work being done and no permits have been filed for the construction. It appears the building is being converted to apartments without a special exception being petitioned from the Zoning Hearing Board, nor any permits being pulled from the Zoning and Codes Officer. The same owner has recently acquired 104 E Front Street, which has been rumored to be converted to two units, again without going through the proper channels. Discussion ensued. The Zoning and

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Codes Officer will be contacted again, and President Groft will reach out to the property owner to ask that she contact the Zoning and Codes Officer.

- Manager Allard brings forth the following:
  - The meeting dates for 2022 need to be set. Discussion ensued. Council meetings will move back to the first Monday of the month at 7 pm, but remain at the Fire Hall for 2022. Due to the 4<sup>th</sup> of July and Labor Day holidays, the meetings for July and September will be held the first Tuesday at 7 pm. A motion was made by Maureen **BEREZNAK**, seconded by William **THOMPSON** to advertise the 2022 meeting dates. Motion carried, 5-0.
  - The 2022 budget was prepared and the budget committee of President Groft, Council Members Fletcher and Berezna, and Manager Allard met to discuss and prepare the 2022 budget. No further changes have been made, salaries remain the same for 2022 for the Borough employees. A motion was made by Maureen **BEREZNAK**, seconded by William **THOMPSON** to approve the 2022 budget for advertising. Motion carried, 5-0.
  - Correspondence was received from West Shore Recreation Commission to appoint the representatives from the Borough to the WSRec Commission. Discussion ensued. A motion was made by Robert **GRIFFITH**, seconded by Michelle **FLETCHER** to reappoint William Thompson as the representative, and Maureen Berezna as the alternate. Motion carried, 5-0.
  - Correspondence was received from C.F. Acri and Son, Inc. regarding the preventive maintenance HVAC contract. Due to rising costs, they propose an increase to the contract that was enacted in 2018 from \$1,578.00 to \$1,669.00 beginning in 2022, the contract is one year and rolls as long as there are no changes. Motion was made by Maureen **BEREZNAK**, seconded by Michelle **FLETCHER** to approve the Acri HVAC contract. Motion carried, 5-0.

### TABLE

- No items due to COVID-19 pandemic

### ADJOURN MEETING

Michelle **FLETCHER** made a motion seconded by Maureen **BEREZNAK** to adjourn the regular meeting. Motion carried, 5-0.

November 1, 2021

Please Print

Name

Affiliation

Jancy Fogle

TERENCE YINGER

Res. devt.

Jason Loper

Police Chief

Lisa Vanhouser

RLGSA

Josh Skettel

RLGSA