

LEWISBERRY BOROUGH COUNCIL MEETING

TUESDAY, JANUARY 3, 2012

The meeting was called to order by Robert Griffith, President leading in the Pledge of Allegiance to the Flag.

MEMBERS PRESENT

Robert Griffith, President; Robert Smith, Vice President; Matthew Kiner, Mayor; Mark Keener, Nora Sowers, Daniel Soltis, Mary Pelton and William Thompson.

Also Present: Mackensie Greene, Borough Manger; Kathleen Gingrich, Solicitor

PUBLIC PRESENT

SEE ATTACHED SIGN IN SHEET

RECOGNITION OF PUBLIC

- William Carlisle, Fairview Township Fire Department Chief reported the following:
 - The fire report for the Borough for the month of December included one (1) call for medical assist and seven (7) in the Lewisberry postal area which is the area this Station would serve.
 - There are several applications for membership pending, waiting on return of the criminal background checks. Chief Carlisle explained what is needed to become a member of the Fairview Fire Company.
 - Fairview is not responding to every call from the Lewisberry Fire Station. At the time of dispatch a judgment call is made as to which Station will make the best impact.
 - Fairview has received the new Engine from Derry Township, final preparations are being made and the engine will be in service this weekend. This engine will be in addition to the one already in place at the Lewisberry Fire Station.
 - The siren is up and running and is reprogrammed to sound for six (6) seconds. Chief Carlisle asks council for permission to change the sounding to two (2) revolutions instead of one (1). Discussion ensued. Council has agreed to a trial of two (2) revolutions.
 - Fairview Fire Company requests permission to remove the wall from the bunk room and return it to a social room. Discussion ensued. Council is agreeable to Fairview making this change and starting clean up.
 - Robert Smith states there is a cabinet Fairview could use for storage.

SOLICITOR'S REPORT – No Report

APPROVAL OF MINUTES

- Mark **KEENER** made a motion which was seconded by Mary **PELTON** to approve the minutes of the December 5, 2011 Meeting. Motion carried, 7-0.

APPROVAL OF INVOICES AND RECEIPTS

- Mark **KEENER** made a motion which was seconded by William **THOMPSON** to approve the General Fund, Electric Fund, Road Fund and Building Maintenance account invoices for payment, with also paying the Thomas & Doherty invoice for \$908.00 when it is received by the Borough. Motion carried, 7-0.

FIRE COMPANY

- Manager Greene presented a spreadsheet to update council on the total incurred expenses for the Fire Station. Two invoices for Sac Oil and an invoice from Thomas & Doherty for the repair to the thermostat and the current electric bill is \$143.67 for October 8th thru November 6th. Discussion ensued as to what portion the Borough and Fairview Township is to be responsible for. Consensus is these amounts will be split accordingly and the Fairview portion will be deducted from the \$5,000.00 annual donation.
- Manager Greene states the Newsletter from December's meeting was tabled with no decision to distributing it to Lewisberry residents. Discussion ensued and Council decided once a few changes have been made it will be ready for distribution.

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- Manager Greene distributed to council members a copy of the appraisal from Crawford and informed Council the Newberry Township Police Report for the Fire Station vandalism was sent to the Borough's Insurance claim manager and the Attorney General's office as requested.
- Correspondence from Lisa Pinti with the Attorney General's Office states they are investigating the charitable assets of the Lewisberry Fire Company. Discussion ensued as to what part if any the Borough should play in this investigation. Chief Carlisle stated they had received calls from two individuals stating they had given a donation to the Lewisberry Community Fire Company; they were inquiring where their monies were used. Chief Carlisle informed them Fairview did not have this information. Kathleen Gingrich, Solicitor states any inquiries for monies sent to the Lewisberry Community Fire Company should be directed to the Attorney General's Office.

COMMISSION AND REPORTS

Zoning Officer Report: No Repot

Mayor's Report:

- Manager Greene asks if a new Zoning Permit needs to be completed for Ms. Weems as the original permit had been denied. President Griffith and Mayor Kiner state there is no need to complete another application.
- Manager Greene states there has been no response to a letter sent to Ms. Rhone on December 9, 2012 stating she needs to apply for a zoning hearing for special exemption to operate the Day Care in her home. Mayor Kiner states he will talk with Jerry Shultz and together they will go in person to explain to Ms. Rhone the need for the hearing.

Road Commission:

- Manager Greene states the Liquid Fuels Audit had been completed. The only finding listed in the report showed one signature missing on a check when two are required.

Electric Commission:

- Manager Greene states the previous decision by council to purchase a separate voice mail box for the electric company is no longer available from Frontier. They currently offer a virtual voicemail for \$26.00 per month. Stacie Chornak researched adding an additional line to her home phone for \$16.51 per month. Stacie Chornak stated herself and her husband are agreeable to paying the balance of the bill after the 10.00 credit per month from the Borough. Discussion ensued about the options available to the Borough. Mark Keener suggests looking into a mobile phone. Manager Greene will look into different cellular options available.
- Robert Griffith states the applicant for the 2012 AMP Scholarship is Kyle Klindherst. William **THOMPSON** made a motion which was seconded by Mary **PELTON** to nominate Kyle Klindherst for the 2012 AMP Scholarship. Motion carried, 7-0.

Library Commission:

- Daniel Soltis inquired if the volunteers for the library are covered under the Borough's workman's compensation. Discussion ensues about what responsibility, financially and otherwise the Borough has, if any towards the library. Council's consensus is a lease should be drawn up between the Borough and the Library. Manager Greene states she will look into the Borough's workman's compensation policy.

Insurance Commission:

- Manager Greene states at this time H.A. Thomson is still in "at fault" communications with the other involved insurance company on the 5th and Market claim.
- Manager Greene states the Walnut Lane and North Street claim for \$8,835.33 has been paid.

Recreation and Grounds Commission:

- Manager Greene asks if there are any questions on the income/expense spreadsheet for the Borough Park Building. Mark Keener states between the years of 2007 to 2011 the Borough lost approximately \$31,000.00 on the Borough Park Building. Discussion ensued on the operational costs and what can be done to mitigate these costs.
- Mark Keener states he spoke with someone from the Pennsylvania Department of Agriculture, inquiring what, if anything needs to be done for the Borough to legally rent the Borough Park Building.
 - Annual water testing. UV lights are no longer accepted as a way to clear up any water issues.
 - Ground water must have filtration system.
 - The Fire Department must inspect the building and the fire extinguishers once a year.
 - A food license is required if the Borough is supplying a kitchen to anyone for food preparation. The cost for this license is \$103.00 for the first year and \$82.00 annually thereafter.

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- An electrical inspection is required and re-inspected only if changes are made.
- Manager Greene states that the last water test conducted at the Borough Park Building was within EPA standards for bacteria.
- Robert Smith states he would be willing to check on the Borough Park Building when it is not in use.
- Kathleen Gingrich, solicitor states the established commission should be meeting to discuss the Borough Park Building and report to Council.

Lewisberry Community Building Commission: No Report

OLD BUSINESS

- Mackensie Greene stated there had been concern over the proper way to depict the budget on the cover page. After conferring with the Borough's Accounting Firm, Manager Greene stated that it is only a matter of preference. Council makes the decision to keep the Budget Cover Page as is.

COMMUNICATIONS RECEIVED

- PSAB Nominations; West Shore Recreation December 8th, 2011 Agenda and Minutes; Leadership York, Building Effective Committees.

NEW BUSINESS

- Manager Greene presents the 2012 Newberry Township Police Protection contract for approval. Discussion ensued concerning researching other police protection. Mark **KEENER** made a motion which was seconded by Robert **GRIFFITH** to approve the 2012 Newberry Township Police Protection contract. Motion Carried, 7-0.
- Robert Griffith stated Robert Smith, Nora Sowers and Mary Pelton are interested in the PSAB training for Newly Elected Municipal Officers for a fee of \$150 per member. Daniel **SOLTIS** made a motion which was seconded by William **THOMPSON** to approve the funding for sending the aforementioned council members to the seminar. Motion carried, 7-0.
- Manager Greene gives council members their 2012 W-4's, Statements of Financial Interest and Certificate of Residency Forms for completion.
- Mark Keener states he would like council to approve canceling trash pick-up for 305 Heck Hill Road, for slow payment of their invoices. Discussion ensues as to the best way to handle the situation. Council agrees to Mark ordering a stop pick up.
- William Thompson inquired what an MS4 community is. Robert Griffith stated the MS4 is a storm water permit. A letter addressed from the Department Environmental Protection states the MS4 general permit has been extended for 9 additional months, making the existing MS4 waiver effective until March 15, 2013.

RECESS TO EXECUTIVE SESSION FOR LEGAL

- Mark **KEENER** made a motion which was seconded by Robert **SMITH** to recess to Executive Session. Motion carried, 7-0.

RETURN TO REGULAR MEETING

ADJOURNMENT

- Mark **KEENER** made a motion which was seconded by Mary **PELTON** to adjourn the meeting. Motion carried, 7-0.