

LEWISBERRY BOROUGH COUNCIL MEETING

MONDAY NOVEMBER 2, 2020

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

MEMBERS PRESENT

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

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

PUBLIC PRESENT *SEE ATTACHED SIGN IN SHEET*

RECOGNITION OF PUBLIC

- Lieutenant Braxton Ditty administered a presentation on the Newberry Police Department and all their experience and achievements. He explained that the new reporting system is allowing them to analyze and appropriate how much time they are spending on calls in the different municipalities. There were 34 calls in the Borough in October 2020.

APPROVAL OF MINUTES

- Maureen **BEREZNAK** made a motion, seconded by William **THOMPSON** to approve the October 2020 Regular Meeting Minutes. Motion carried, 7-0.

APPROVAL OF INVOICES AND RECEIPTS

- Maureen **BEREZNAK** made a motion, seconded by Michelle **FLETCHER** to approve the General Fund, Electric Fund, Road Fund, and Building Maintenance account invoices for payment. Motion carried, 7-0.

SOLICITOR'S REPORT

- Solicitor Altland states that he and council members Thompson, Griffith, and President Groft met with representatives from Family First Healthcare on October 7, 2020 to discuss a direct lease with the Borough. Prior to discussion on what a proper rent would be for the expanded space, the question was asked on what an appropriate rent would be for the current space. Family First Healthcare is proposing a rent of \$760 per month for the current space they occupy and a right of first refusal for the available space that could be used for potential expansion. Solicitor Altland explains that for Class C office space, a rent of \$8/sq ft is appropriate, but considering sewer and electric is included in that figure, that is quite low. Discussion ensued. Solicitor Altland will propose a fixed rent of \$1,000 per month to be inclusive of sewer and electric, and not be subject to an overage expense to be refunded should the cost of maintaining the building exceed the prior year's rental income.

MAYOR'S REPORT

- Mayor Branyan states he felt as though trick or treat was handled poorly. Discussion ensued. Whether or not to plan a rain date in advance needs to be discussed with plenty of time prior to the date. Manager Allard will place it on the agenda for August to be discussed.

COMMITTEE REPORTS

Road Committee:

- President Groft states a sign is missing at Market Street and Parsonage Street. President Groft will check if there are any extra signs.

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Electric Committee:

- Councilman Thompson distributed a listing that was compiled by Utility Engineers of all the PMEA member municipalities on their current rates. Lewisberry Borough is near the middle as far as rates goes.

Insurance Committee:

- No report

Building and Grounds Committee:

- President Groft reports that all the porch lights at the fire hall are out. The fire hall also has a piece of siding/soffit missing.

OLD BUSINESS

- Solicitor Altland has prepared a revision to the fireworks ordinance to prohibit large displays, as well as the ordinance to adopt the International Property Maintenance Code 2018. A motion was made by Robert **LEWIS**, seconded by William **THOMPSON** to advertise the ordinances. Motion carried, 7-0.
- Manager Allard that the QuickBooks 2021 software that was voted on at the October 2020 council meeting is no longer available from Elk Systems, Inc. for the quoted price. In fact, the product is no longer carried by the vendor. Manager Allard has found the Desktop Pro version available at Staples for \$399. A motion was made by Patrick **GROFT**, seconded by Michelle **FLETCHER**, to purchase QuickBooks Pro Desktop Version 2021 from Staples to update the Borough software from QuickBooks 2012.
- The property at 108 Market Street was issued a permit in July 2019, no work has commenced. Manager Allard reports that the permit is valid for one year, and hence has expired in July 2020. President Groft will reach out to the property owner Ronald Metzler and inquire as to what the status is on the renovations.

NEW BUSINESS

- Manager Allard brings forth the following:
 - Meeting dates for 2021 need to be determined. Discussion ensued. The decision was made to move all 2021 regular meetings to the fire hall to accommodate social distancing guidelines. Meetings will also move to 6:30 pm. Meetings will occur the first Monday of every month, except for July, which will be held the second Monday on July 12, 2021; and September, which will be held the second Monday, September 13, 2021.
 - The 2021 Budget has been drafted, and the committee has met. A few things to note, Manager Allard is requesting a raise of \$100 per month, that has been figured into the 2021 budget draft. Manager Allard also requests to give Janitor Winter a small raise of an additional \$2.50 per hour to match the wage which the new part-time employee to shovel and snow blow was hired at. That would bring both hourly employees up to \$17.50 per hour. A motion was made by William **THOMPSON**, seconded by Maureen **BEREZNAK** to advertise the 2021 budget with those raises included. Motion carried, 7-0.
 - Correspondence was received from Penn Waste, Inc. notifying the Borough that the York County Solid Waste Authority has increased the tipping fee for waste disposal. This cost is not fixed and the contract allows for the contract cost to increase just by this amount. The increase is \$48.60 per month, the new contract price is \$3556.69 per month. Manager Allard is waiting on a report as to how many refuse collection accounts the Borough has prior to proposing what the increase to the residents will be. Manager Allard believes it will be about \$0.50 per account.
 - The police contract is still being discussed and a proposal from Fairview Township is forthcoming. Manager Allard did contact the local State Police Barracks Lieutenant, who stated State Police

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services are still provided free of charge to participating municipalities should the Borough wish to go that direction.

- The committees need to be updated due to members that have left. President Groft appoints the following:
 - Michelle Fletcher to the Electric Committee to fill the vacancy created by the resignation of Councilman Soltis.
 - Mayor Branyan to the York County Boroughs Association
 - Mayor Branyan to Building and Grounds Committee to fill the vacancy from Mayor Purcell's resignation.
 - President Groft will be the chairman of Road Committee and Maureen Berezna will fill the vacancy after Councilman Soltis's resignation.
- Correspondence was received from the West Shore Recreation Commission for the Borough to select the representatives for 2021. Council agrees to keep the same representatives, Councilman Thompson and Councilwoman Berezna for 2021.
- The 2021 contract from the York County SPCA was received, the amount remains at \$186.43. Motion was made by Michelle **FLETCHER**, seconded by Robert **LEWIS** to approve the 2021 York County SPCA contract. Motion carried, 7-0.
- Correspondence was received from the Pennsylvania Department of Labor and Industry and the Pennsylvania State Boroughs Association proposing the 2021 Solvency Fee for the Borough. This fee would allow the Borough to be resolved from paying wrongful termination fees should a claim be filed. The fee is \$39.19 for 2021. A motion was made by Robert **LEWIS** to accept the 2021 Solvency Fee and pay the \$39.19, the motion was seconded by William **THOMPSON**. Motion carried, 7-0.

TABLE

- October 2020 Police Report

ADJOURN MEETING

William **THOMPSON** made a motion seconded Robert **LEWIS** to recess the regular meeting to reconvene on Monday November 16, 2020 at 6:30 pm to discuss the police contracts. Motion carried, 7-0.

LEWISBERRY BOROUGH COUNCIL MEETING

MONDAY NOVEMBER 16, 2020

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

MEMBERS PRESENT

Patrick Groft, Council President; Council Members; Robert Griffith, Robert Lewis, William Thompson, Michelle Fletcher, Laura Lex, and Maureen Berezna.

Also Present: Yvonne Allard, Borough Manager

PUBLIC PRESENT *SEE ATTACHED SIGN IN SHEET*

RECOGNITION OF PUBLIC

- Resident Mark Keener inquires what happened to the Y on the Community Building. Discussion ensued on some other work that needs to be done on the building. He also inquires as to the status of 108 Market Street, which was discussed last meeting.

NEW BUSINESS

- President Groft brings forth the proposed contracts for police services. Newberry Township's contract for 2021 is \$26,892. The proposed contract from Fairview Township \$19,200 with a 4% increase for 2022, and a 4% increase for 2023. Discussion ensued. A motion was by William **THOMPSON**, seconded by Robert **LEWIS** to accept the contract for police services from Fairview Township. Motion carried 7-0.

ADJOURN MEETING

William **THOMPSON** made a motion seconded Robert **LEWIS** to adjourn the regular meeting. Motion carried, 7-0.

November 21, 2020

Please Print

Name

Affiliation

November 16, 2021

Please Print

Name

Mark Keener

Affiliation

Resident