



**MYERSTOWN**  
EST 1768

**BOROUGH OF MYERSTOWN  
REGULAR MEETING OF COUNCIL  
MYERSTOWN COMMUNITY CENTER – COUNCIL ROOM  
101 SOUTH RAILROAD STREET  
December 12, 2023, AT 6:30 P.M.**

<b>President of Council</b>	Bryan L. Rittle
<b>Vice President</b>	Park W. Haverstick, II
<b>President Pro Tempore</b>	Ronald L. Ream
<b>Council Member</b>	Stacey A. Hackman
<b>Council Member</b>	Kathy E. Yang
<b>Council Member</b>	Samuel R. Moyer
<b>Council Member</b>	Nikkole M. Williamson
<b>Mayor</b>	Dane W. Bicher

**NOTICE – OPEN MEETINGS**

In accordance with Pennsylvania’s Sunshine Act, the Borough ensures the right of the public to have notice of and to attend all its meetings at which a quorum is present and borough business is deliberated or acted upon. Myerstown Borough Council will meet in regular session on **Tuesday, December 12, 2023, at 6:30 p.m.** in the Council Room at the Myerstown Community Center located at 101 S. Railroad Street, Myerstown, PA 17067.

**AGENDA**

In accordance with Pennsylvania’s Sunshine Act, the Borough makes all agendas available to the public to inform them what business will be “on the table” for an upcoming meeting and is limited to consider only the items on the posted agenda, except in limited circumstances such as a genuine emergency, or if Council formally amends the agenda. Agendas are available on the Borough’s website at [myerstownpa.org](http://myerstownpa.org), posted at the Borough Office, and copies are available at the meeting.

**PUBLIC COMMENT**

In accordance with Pennsylvania’s Sunshine Act, residents and taxpayers of Myerstown Borough will be provided a reasonable opportunity to comment on matters of concern, official action, or deliberation which are or may be before the Council prior to taking official action. The opportunity to comment is given at the beginning of the meeting. When addressing the Council, please state your name and address before making comments.

**SPECIAL ACCOMMODATIONS FOR PERSONS WITH DISABILITY**

Any person with a disability requiring special accommodation to attend a borough meeting should notify the Borough Office at (717) 866-5038 as early as possible, but no later than 3 working days before the meeting. The Borough will make every effort to provide reasonable accommodation.

**AGENDA**

**1. CALL TO ORDER**

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL**

Elected Representatives:

- |  |  |
|--|--|
| <input type="checkbox"/> Bryan L. Rittle, President of Council             | <input type="checkbox"/> Kathy E. Yang, Council Member         |
| <input type="checkbox"/> Park W. Haverstick, II, Vice-President of Council | <input type="checkbox"/> Samuel R. Moyer, Council Member       |
| <input type="checkbox"/> Ronald L. Ream, President Pro Tem of Council      | <input type="checkbox"/> Nikkole M. Williamson, Council Member |
| <input type="checkbox"/> Stacey A. Hackman, Council Member                 | <input type="checkbox"/> Dane W. Bicher, Mayor                 |

Appointed Officials:

- |   |  |
|---|--|
| <input type="checkbox"/> Michael R. McKenna, Manager        | <input type="checkbox"/> Amy B. Leonard, Solicitor               |
| <input type="checkbox"/> Barry A. Ludwig, Assistant Manager | <input type="checkbox"/> Jennifer L. Blatt, Treasurer            |
| <input type="checkbox"/> Lisa A. Brubaker, Deputy Secretary | <input type="checkbox"/> John C. Neely, Code Enforcement Officer |

**4. APPROVAL OF MINUTES**

- Council may approve minutes of previous meetings held on November 13, and November 14, 2023.

**5. PUBLIC COMMENT**

- Residents and taxpayers of Myerstown Borough may comment on matters of concern, official action, or deliberation which are or may be before the Council.
- When addressing the Council, please state your name and address before making comments.

**6. PAYMENT OF BILLS and TREASURER'S REPORT**

- Council may approve the payment of bills as submitted by the Treasurer.
- Council may accept the November 2023 Treasurer's Report as submitted and have it placed on file for Audit.

**7. REPORTS OF RELATED BOARDS, COMMISSIONS, and ORGANIZATIONS**

Borough Council may accept, review, and discuss the following reports of related organizations:

- Water Authority
- Myerstown Vitality Partnership
- Myerstown Area Heritage Center and Museum Committee

**8. REPORTS OF OFFICIALS**

Borough Council may accept and discuss the following reports of borough officials:

- Mayor
- Code Enforcement and Zoning Report
- Solicitor's Report

- Assistant Manager's Report
- Manager's Report

**9. ANNOUNCEMENTS**

Board and Commission Vacancies

- Zoning Hearing Board Alternate (2 of 2 vacant)
- Recreation Board (1 of 5 vacant)
- UCC Board of Appeals (2 of 5 vacant)
- Planning Commission (1 of 5 vacant)
- International Property Maintenance Code Board of Appeals (1 Alternate)

**10. COMMUNICATIONS**

- Thank you for donation from the Humane Society

**NEW BUSINESS:**

**11. FY 2024 BUDGETS**

- Council may discuss the 2024 General Budgets (Operating and Reserve), Wastewater Budgets (Operating and Reserve), and Special Budgets.
- Council may approve/deny the 2024 General Budgets (Operating and Reserve), Wastewater Budgets (Operating and Reserve), and Special Budgets.

**12. 2024 MEETING DATES**

- Council may discuss the 2024 meeting dates.
- Council may approve/deny the 2024 meeting dates for advertisement for meetings of the Borough Council, Borough Council Work Sessions, Zoning Hearing Board, Planning Commission, Recreation Board, Myerstown Water Authority, and the Sewer Advisory Committee.

**13. USE OF FACILITY REQUEST/EVENT REQUEST**

- Council may discuss the Library request to use the gymnasium in the borough building to hold a book sale.
- Council may approve/deny the request from the Library to use the gymnasium for set up on Thursday, September 12, Friday, September 13, and a book sale on Saturday, September 14, 2024 from 7:00 a.m. – 2:00 p.m.
- Council may discuss the Use of Facility request from Mission Church.
- Council may approve/deny the request from Mission Church to use the gymnasium on Monday evenings in January, February, and March 2024 from 5:45 p.m. – 8:30 p.m. for a fee of \$\_\_\_\_\_.
- Council may discuss the request to hold the Grundsau Lodge Uni float.
- Council may approve/deny the request for the Grundsau Lodge #17 to hold the Annual Uni float in the Recreation Park on Friday, February 2, 2024 at 8:00 a.m.

**14. RESOLUTIONS**

- Council may discuss Resolution 2023-15 – Taxation Rates for Real Estate Tax Rate and Street Light Tax Rate for the year 2024.
- Council may approve/deny Resolution 2023-15 – Taxation Rates for Real Estate Tax Rate and Street Light Tax Rate for the year 2024.
- Council may discuss Resolution 2023-16 – Taxation rates – Local Tax Enabling Act 511 for 2024.
- Council may approve/deny Resolution 2023-16 – Taxation rates – Local Tax Enabling Act 511 for 2024.
- Council may discuss Resolution 2023-17 - Appointment of Auditor.
- Council may approve/deny Resolution 2023-17 - Appointment of Auditor for the 2023 audit of borough funds.
- Council may discuss Resolution 2023-18 – Record Disposition.
- Council may approve/deny Resolution 2023-18 – Record Disposition.
- Council may discuss Resolution 2023-19 – Escalation Clause.
- Council may approve/deny Resolution 2023-19 – Escalation Clause.
- Council may Discuss Resolution 2023-20 – Check Signers for 2024.
- Council may approve/deny Resolution 2023-20 – Check Signers for 2024.
- Council may discuss Resolution 2023-21 - Appointment to Various Boards/Commissions.
- Council may approve Resolution 2023-21 - Appointment to Various Boards/Commissions.

**15. AUDITING SERVICES**

- Council may review the proposed agreement with the CPA firm Stanilla, Siegel, and Maser, LLC to perform the 2023 Audit of all Borough Funds.
- Council may approve/deny the proposed agreement with the CPA firm Stanilla, Siegel, and Maser, LLC to perform the 2023 Audit of all Borough Funds and authorize the President and Secretary to sign on behalf of the Borough.

**16. HERITAGE CENTER REQUEST**

- Council may discuss a payment request for the Heritage Center.
- Council may approve/deny the request for payment for the Heritage Center of \$963.50 for services rendered from Steiner & Sandoe.

**17. POLLUTION LEGAL LIABILITY INSURANCE**

- Council may review a quote for pollution legal liability insurance from Bowman Insurance.
- Council may approve/deny the quote for pollution legal liability insurance from Bowman Insurance.

**18. CODIFICATION ORDINANCE**

- Council may discuss the Codified Ordinance update.
- Council may approve/deny to authorize the advertisement for adoption the update to the Codified Ordinance at the January 9, 2024 Council meeting.

**19. PLANNING COMMISSION SALDO & SWO APPROVAL**

- Council may discuss the Subdivision and Land Development Ordinance and the Storm Water Ordinance.
- Council may approve/deny to send the Subdivision and Land Development Ordinance and the Storm Water Ordinance to Lebanon County Planning Department for review and comments.

**20. EXECUTIVE SESSION**

In accordance with Pennsylvania's Sunshine Act (Open Meetings Law), Council may participate in a private conference to discuss personnel matters, consider the purchase or lease of real property, or consult with an attorney about active or pending litigation. The Executive Session will be announced during the public meeting, after which all members of the public must leave the Council Room. No official action will be taken during Executive Session. Members of the public may re-enter the Council Room upon completion of the Executive Session.

**21. TENANT LEASE AMENDMENTS**

- Council may discuss an amendment to a tenant lease agreement.
- Council may approve/deny the amendment to the lease agreement for the Lancaster-Lebanon Intermediate Unit 13 on a month-to-month basis, but not to exceed six months.
- Council may discuss an amendment to a tenant lease agreement.
- Council may approve/deny to send the amendment to the lease agreement to Mission Church for their review and approval.

**22. SIDEWALK ORDINANCE**

- Council may discuss draft amendments to the Borough's sidewalk ordinance.

**23. COUNCIL BIENNIAL ORGANIZATION MEETING**

- **Council Organizational Meeting will be held Tuesday, January 2, 2024 at 6:00 p.m.**
- Council may discuss the procedure for the swearing in of new or re-elected Council members.

**24. PERSONNEL**

**25. ANY OTHER BUSINESS THAT MAY COME BEFORE COUNCIL**

**26. COMMENTS FOR THE GOOD OF THE BOROUGH**

**27. ADJOURNMENT**