

COUNCIL & STAFF AGENDA

Agenda 6/26/2019

Myerstown Borough Council Committees will meet on Wednesday, June 26, 2019 at 6:30 P.M. at the Myerstown Community Center located at 101 South Railroad Street, Myerstown PA 17067. The Committee Meeting Schedule is as follows:

Finance and Administration Committee 6:30 P.M. – Council Room

The Finance and Administration Committee meets at 6:30 P.M. in the Council Room to discuss matters of concern related to the following areas of borough business:

- Borough Administration
- Financial Management and Budget Analysis
- Taxation, Fines and Fees
- Purchasing and Contracts
- Personnel Management
- Records Management and Reporting

Borough Goals assigned to the Finance and Administration Committee:

- Create and activate a human resources system that supports talented and robust staffing and ensures efficiency and effectiveness of internal operations.
- Develop comprehensive strategies to ensure funding is in place for critical infrastructure, public safety, and quality of life needs of Borough residents and businesses.

Public Safety and Planning Committee 6:30 P.M. – Council Room

The Public Safety and Planning Committee meets at 6:30 P.M. in Room 3 to discuss matters of concern related to the following areas of borough business:

- Law and Code Enforcement
- Fire Prevention and Protection
- Emergency Management
- Motor Vehicle and Traffic Management
- Health and Sanitation
- Planning and Zoning

Borough Goals assigned to the Public Safety and Planning Committee:

- Create and activate a human resources system that supports talented and robust staffing and ensures efficiency and effectiveness of internal operations.
- Develop comprehensive strategies to ensure funding is in place for critical infrastructure, public safety, and quality of life needs of Borough residents and businesses.

Parks & Recreation and Public Relations Committee 7:30 P.M. – Council Room

The Parks & Recreation and Public Relations Committee meets at 7:30 P.M. in the Council Room to discuss matters of concern related to the following areas of borough business:

- Recreation Places
- Community Pool
- Recreation Programs and Community Events
- Community Library
- Communications and Public Relations
- Waste Management & Recycling

Borough Goals assigned to the Parks & Recreation and Public Relations Committee:

- Develop comprehensive strategies to preserve, enhance, and protect natural and environmental resources.
- Develop and implement a communication and public relations plan with the Borough's brand at its core.

Public Works and Utilities Committee

7:30 P.M. – Council Room

The Public Works and Utilities Committee meets at 7:30 P.M. in Room 3 to discuss matters of concern related to the following areas of borough business:

- Streets, Sidewalks and Curbs
- Facilities Maintenance
- Equipment Maintenance
- Wastewater Treatment
- Stormwater Management
- Utilities

Borough Goals assigned to the Public Works and Utilities Committee:

- Create, prioritize, activate, and monitor a multi-year capital improvements program to include a capital equipment & facilities replacement schedule, financing plan, and budget plan.
- Use Geographic Information Systems (GIS) mapping technology to create and activate an electronic work order system for Public Works and Wastewater Treatment Facility staff to manage infrastructure maintenance tasks.
- Carry out the successful transition of the new municipal building and the new pool.

Full Council Review

8:30 P.M. – Council Room

The Borough Council meets at this time to review the deliberations of the following committees of Council:

- Finance & Administration Committee
- Public Works & Utilities Committee
- Parks & Recreation and Public Relations Committee
- Public Safety and Planning Committee

Open Meetings: In accordance with Pennsylvania’s Sunshine Act (Open Meetings Law), Myerstown Borough Council ensures the right of the public to have notice of and the right to attend all its meetings at which Borough business is discussed or acted upon.

Public Participation: Residents and taxpayers of Myerstown Borough will have the opportunity to comment on matters of concern, official action, or deliberation which are or may be before the Council. Those who wish to comment MUST sign in on the form provided with their name and address. The opportunity to comment is given after the approval of minutes from the previous meeting. When addressing the Council, please state your name and address before making comments.

Special Accommodations for Persons with Disabilities: Any person with a disability requiring a special accommodation to attend a borough meeting should notify the Borough Manager 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 a reasonable accommodation.

Finance and Administration Committee Agenda
6:30 P.M. – Council Room

1. Call to Order

- Time: _____ p.m.

2. Roll Call

Elected Officials:

- Eric L. Powell, Council Member, Chair
- Bryan L. Rittle, Council President
- Michael D. Behm, Council Vice President
- Jeffrey L. Thomas, Council Member

Appointed Officials/Employees:

- Michael R. McKenna, Manager

3. Approval of Minutes

- Council may approve minutes of the committee meeting held on April 24, 2019. (No Committee meeting was held on May 22, 2019)

4. Adjournment

Time: _____ p.m.

Public Safety and Planning Committee Agenda

6:30 P.M. – Council Room

1. Call to Order

- Time: _____ p.m.

2. Roll Call

Elected Officials:

- Park W. Haverstick, II, Council President Pro Tem, Chair
- Ronald L. Ream, Council Member
- Dana Reich, Council Member
- Gloria R. Ebling, Mayor

Appointed Officials/Employees:

- Barry A. Ludwig, Assistant Manager
- Lisa A. Brubaker, Deputy Secretary

3. Approval of Minutes

- Council may approve minutes of previous meeting held on May 22, 2019.

4. Citizen and Visitor Comments

Name: _____ Address: _____

Comment: _____

PRESENTATIONS

- Ed Poorman from Associated Building Inspections, LLC will be in attendance to answer questions about their proposal for providing code enforcement services for the Borough.
 - Marty Sowers from Light-Heigel & Associates, Inc. will be in attendance to answer questions about their proposal for providing code enforcement services for the Borough.
5. Comments for the good of the Borough.
- _____

6. Adjournment

Time: _____ p.m.

Parks & Recreation and Public Relations Committee Agenda
7:30 P.M. – Council Room

2. Call to Order

- Time: _____ p.m.

3. Roll Call

Elected Officials:

- Jeffrey L. Thomas, Council Member, Chair
- Park W. Haverstick, II, Council President Pro Tem
- Dana Reich, Council Member

Appointed Officials:

- Michael R. McKenna, Manager/Secretary

4. Approval of Minutes

- Council may approve minutes of previous meeting held on May 22, 2019.

5. Citizen and Visitor Comments

Name: _____ Address: _____

Comment: _____

NEW BUSINESS

- 6. Lori Kahl, ELCO Football Booster Club President, will be in attendance requesting permission to hang posters of ELCO football players on the phone poles down Main Ave during football season.

7. Adjournment

Time: _____ p.m.

Public Works and Utilities Committee Agenda
7:30 P.M. – Council Room

1. Call to Order

- Time: _____ p.m.

2. Roll Call

Elected Officials:

- Ronald L. Ream, Council Member, Chair
- Michael D. Behm, Vice President of Council
- Eric L. Powell, Council Member

Appointed Officials/Employees:

- Barry A. Ludwig, Assistant Manager
- Dave Fake, Public Works Supervisor
- Lisa A. Brubaker, Deputy Secretary

3. Approval of Minutes

- Council may approve minutes of previous meeting held on May 22, 2019.

4. Citizen and Visitor Comments

Name: _____ Address: _____

Comment: _____

PRESENTATIONS

5. Presentation of the repurposing feasibility study for the Myerstown Community Center by Lobar Design & Engineering.

OLD BUSINESS

6. Community Center Renovations Project update.

NEW BUSINESS

7. No new business.
8. Comments for the good of the Borough.

9. Adjournment

Time: _____ p.m.

Full Council Review Agenda

8:30 P.M. – Council Room

1. Call to Order

- Time: _____ p.m.

2. Roll Call

Elected Officials:

- | | |
|--|--|
| <input type="checkbox"/> Bryan L. Rittle, President of Council | <input type="checkbox"/> Ronald L. Ream, Council Member |
| <input type="checkbox"/> Michael D. Behm, Vice-Pres. of Council | <input type="checkbox"/> Jeffrey L. Thomas, Council Member |
| <input type="checkbox"/> Park W. Haverstick, II, President Pro Tem | <input type="checkbox"/> Dana Reich, Council Member |
| <input type="checkbox"/> Eric L. Powell, Council Member | <input type="checkbox"/> Gloria R. Ebling, Mayor |

Appointed Officials:

- Michael R. McKenna, Manager/Secretary
- Barry A. Ludwig, Assistant Manager

3. Approval of Minutes

- Council may approve minutes of previous meeting held on May 22, 2019.

4. Citizen and Visitor Comments

Name: _____ Address: _____

Comment: _____

Name: _____ Address: _____

Comment: _____

PRESENTATIONS

No presentations.

OLD BUSINESS

No old business to discuss.

NEW BUSINESS

5. Amending Resolution 2019-17 to add updated language regarding the Borough's 15% match.
6. Resolution establishing installment payment options for the collection of the stormwater assessment fee.
7. Address request from Michael Siani of 21st Century Brazilian Jiu Jitsu.
8. Request from the Myerstown Activity Network for \$1,500 to help with the cost of National Night Out.
9. Discuss operation of the bounce house for the National Night Out.
10. 2nd Annual Community Block Party on September 29, 2019.

11. Comments for the good of the Borough.

12. **Adjournment**

Time: _____ p.m.