



MYERSTOWN
EST 1768

**BOROUGH OF MYERSTOWN
REGULAR MEETING OF BOROUGH COUNCIL
MYERSTOWN COMMUNITY CENTER – COUNCIL ROOM
101 SOUTH RAILROAD STREET
February 13, 2024, AT 6:30 P.M.**

President of Council
Park W. Haverstick, II

Vice President of Council
Bryan L. Rittle

President Pro Tempore of Council
Ronald L. Ream

Members of Council
Stacey A. Hackman
Kathy E. Yang
Samuel R. Moyer
Mark C. Kirsch

Mayor
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, February 13, 2024, 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, 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"/> Park W. Haverstick, II, President of Council | <input type="checkbox"/> Kathy E. Yang, Council Member |
| <input type="checkbox"/> Bryan L. Rittle, 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"/> Mark C. Kirsch, 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 meeting held on January 2, and January 9, 2024.

5. CITIZEN AND VISITOR 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 January 2024 Treasurer's Report as submitted and have it placed on file for Audit.

REPORTS OF ORGANIZATIONS

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

- i. Myerstown Vitality Partnership
- ii. Myerstown Water Authority
- iii. Recreation Board
- iv. Isaac Meier Homestead Committee

7. REPORTS OF OFFICIALS

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

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

8. ANNOUNCEMENTS

Boards and Commission Vacancies

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

9. COMMUNICATIONS

Library donation thank you letter; Keystone Hook & Ladder Annual Report;

NEW BUSINESS:

10. ORDINANCE NO. 875 – KNOX BOX – (Public Hearing 6:45 p.m.)

- Council will hold a public hearing to receive questions and comments on proposed Ordinance No. 875 - Knox Box Ordinance.
- Council may approve/deny the adoption of Ordinance No. 875 - Knox Box Ordinance.

11. PUBLIC WORKS – WINTER MAINTENANCE

- Council may discuss and approve/deny to participate in the 2024-2025 Road Salt Contract with the Co-Star Program for 250 tons of road salt.

12. ANNUAL TIRE COLLECTION

- Council may discuss and approve/deny to participate in the Lebanon County Tire Collection on May 1, 2024 and approve to contribute \$ _____ towards any tires collected above the allotted funding by the County.

13. USE OF FACILITY REQUESTS

- Council may discuss and approve/deny the request from the Myerstown Church of the Brethren to hold their Easter Sunrise Service at the pond area on Sunday, March 31, 2024 at 7:00 a.m.
- Council may discuss and approve/deny the request from the Lebanon County Children & Youth to hold their Youth Only Fishing Event in the recreation area at the pond and reserve, at no cost, the lower west pavilion for Saturday, April 13, 2024 contingent upon receipt of a Certificate of Insurance with the Borough listed as additionally insured.
- Council may discuss and approve/deny the request from the Myerstown Vitality Partnership to have a Farmer's Market in the park area from May 25 through September 28, 2024 from 8:00 a.m. to 12:00 p.m.
- Council may discuss and approve/deny the request from Mission Church to use the gymnasium on Monday evenings from March 4 through May 27, 2024 from 5:45 p.m. – 8:30 p.m. for a fee of \$_____.
- Council may discuss and approve/deny the request by Mission Church to use the gymnasium on Saturday, March 16, 2024 from 5:00 a.m. to 12:00 p.m. for a fee of \$_____.
- Council may discuss and approve/deny the request from Mission Church Myerstown to use the Community Center parking lot on Saturday, July 20, 2024 from 10:00 a.m. to 8:00 p.m. for a Community Day Event.

- Council may discuss and approve/deny the request from Evonne Zimmerman to have a coffee truck in the back parking lot for the two Mommy Swap Shop events.

14. POOL EMPLOYMENT

- Council may discuss and approve/deny the advertisement of pool staff for the 2024 season and authorize the Borough Manager to hire the necessary staff.

15. STORMWATER PROJECT

- Council may discuss and approve/deny the Payment No. 2 request from Ankiewicz Enterprise Inc. for \$14,563.90 for the Goodwill Street Storm Water Project.
- Council may discuss and approve/deny the payment of \$586.05 for the invoice to the Myerstown Water Authority for the repairs to the fire hydrant during the placement of the sediment box.

16. SECURITY CAMERA PROJECT

- Council may discuss and approve/deny a quote from Choice Communications for adding security cameras at the Community Center and connecting the security hardware at the park to the internet for remote viewing.

17. LEBANON COUNTY HAZARD MITIGATION PLAN

- Council may discuss and approve/deny the adoption of Resolution 2024-12 – Lebanon County Hazard Mitigation Plan.

18. EMPLOYEE HANDBOOK POLICIES

- Council may discuss and approve/deny to include the proposed policies into the employee handbook.

19. 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.

20. TENANT LEASE AMENDMENTS

- Council may discuss and approve/deny an amendment to a lease agreement for Mission Church.

21. ANY OTHER BUSINESS THAT MAY COME BEFORE COUNCIL

22. COMMENTS FOR THE GOOD OF THE BOROUGH

23. ADJOURNMENT