

Myerstown, PA  
Tuesday, February 11, 2014

President Bryan L. Rittle called the regular monthly meeting of the Myerstown Borough Council to order at 7:00 p.m., on Tuesday, February 11, 2014. The meeting was held in Borough Council Chambers in the Myerstown Municipal Center, 101 East Washington Avenue, Myerstown, PA 17067.

ROLL CALL:

After the Pledge of Allegiance, a roll call was taken. Present were: President Bryan L. Rittle, Vice President Michael D. Behm, Teresa Allwein, Keith Fox, Barry Lutz, Park W. Haverstick, II, Jeffrey L. Thomas, Mayor Gloria R. Ebling; Treasurer Lee C. Smith; Solicitor Frederick S. Wolf; Public Works Department Supervisor David C. Fake; Wastewater Department Supervisor Barry A. Ludwig; Patrolman Ed Kozicki; Manager Chris Moonis and Assistant Secretary Lisa A. Brubaker.

Council President Bryan L. Rittle announced an executive session was held on Tuesday, February 4, 2014 for personnel reasons.

MINUTES:

A motion was made by Barry Lutz, seconded by Park W. Haverstick, II, to dispense with the reading of and approve the minutes of the January 13, 2014 Planning Meeting and the minutes of the January 14, 2014 Regular Monthly Meeting. All those in favor: Motion unanimously carried.

CITIZENS' AND VISITORS' COMMENTS:

Troy Hassler from the Youth Baseball Association was present to discuss the use of the fields. Last month, John Neely was present to discuss the softball field conditions and requested equal use of the Legion Field with the boy's baseball program. In order to do that, a schedule would need to be worked out for both programs to use the one field. Mr. Hassler explained that the baseball program uses a pitcher's mound and softball does not. So for the baseball to use the borough field for practices there is no pitcher's mound and working with the pitchers with no mound would be difficult. Mr. Hassler thought Mr. Neely was going to be present, but when they spoke Mr. Hassler understood the girls would only use the softball field. The Borough Manager will meet with both associations and report back to Council. The Council will table both the boy's baseball and the girls' softball use of facilities request until next month until the Manager meets with them to try to work out a feasible schedule.

Cory Artz was present to review the Annual Report for the Goodwill Fire Company. Councilmember Park W. Haverstick, II asked how the new building is working out for them. Mr. Artz stated everything is going well and thanked the Council for their support. There were no questions or comments.

REPORTS TO COUNCIL:

The Council received written reports from the Mayor, Police Department, Department Supervisors, Manager and the Solicitor. Staff was present to provide any additional information on their report and answer any questions from the Council.

Myerstown, PA  
Tuesday, February 11, 2014

The Mayor Gloria R. Ebling reported there is another snow storm coming and she will be in contact with the Public Works Director for placement of snow emergencies.

Police Officer Ed Kozicki presented the report. There were no comments.

Wastewater Supervisor Barry A. Ludwig stated he has gotten quotes to clean out the Sodium Aluminate storage tank. The prices are high so he will continue to explore other options. The bid has been placed for the sewer collection inspection work. There were no other comments.

There were no comments on the ARRO Engineering report. Cindy Zawrotuk has left the company and Mike Sassaman will be the contact person now for the borough. Mike Sassaman was present to introduce himself to the Council.

Public Works Supervisor David C. Fake had no comments. Councilmember Keith Fox asked if he has had time to go on COSTARS to look at the state contracts. With the weather, he has not had time to look at it. There were some removal questions. There were no other comments.

The Solicitor stated there are three resolutions for adoption that will be handled under new business. There were no other comments.

Manager Chris Moonis gave a review of the Borough status. The Manager stated we are moving forward with some staff changes. He asked for the Councils consideration to advertise for a part time administration I position – clerk/receptionist. The wage resolution will add the clerk/receptionist position and a Public Works Helper. The Manager would like to attend a Labor Relations Conference.

State Police Officer Sergeant Tice entered the meeting to see if Council had any questions on their monthly report. There were no comments.

#### Committee Reports:

The Finance & Administration Committee would like to meet with the Manager to discuss the part-time clerk/receptionist position and advertisement.

Due to the installing of the new Quickbooks Accounting System there is no Treasurer Report to be presented to Borough Council. Next month a complete report will be given.

The monthly listing of invoices was presented. The Manager reported we are trying different reports as to what will be best for Council to view. A motion was made by Park W. Haverstick, II, seconded by Michael D. Behm, to approve payment of all invoices as listed. All those in favor: Motion unanimously carried.

Myerstown, PA  
Tuesday, February 11, 2014

COMMUNICATIONS:

The communications were reviewed. There were no other comments.

OLD BUSINESS:

Borough Council President Bryan L. Rittle read the list of current Committee and Board vacancies. If anyone is interested in volunteering to serve on any of these boards contact the Borough office.

NEW BUSINESS:

There are several items for discussion and action for the Wastewater Treatment Facility.

Resolution 2014-10 – Local Limits Resolution has been prepared and reviewed. A motion was made by Keith Fox, seconded by Park W. Haverstick, II, to approve Resolution 2014-10. All those in favor: Motion unanimously carried.

Resolution 2014-11 – EDU Schedule Resolution has been prepared and reviewed. A motion was made by Teresa Allwein, seconded by Keith Fox, to approve Resolution 2014-11. All those in favor: Motion unanimously carried.

Resolution 2014-12 – Rules and Regulations Resolution has been prepared and reviewed. A motion was made by Barry Lutz, seconded by Teresa Allwein, to approve Resolution 2014-12. All those in favor: Motion unanimously carried.

The property owner of 307 N. Railroad Street has requested reimbursement for plumbing costs due to the sewer main blockage that occurred on December 21, 2013. A motion was made by Park W. Haverstick, II, seconded by Barry Lutz, to authorize the reimbursement of \$220.00 for the bill submitted for 307 N. Railroad Street plumbing costs. All those in favor: Motion unanimously carried.

The repairs to the manholes are complete for the Stone Ridge development. The development is in Jackson Township but they need a letter of approval from the Borough to have funds released from their escrow account. A motion was made by Keith Fox, seconded by Michael D. Behm, to approve the letter to Jackson Township for the completion of the repairs and release of the sewer escrow funds for the Stone Ridge development. All those in favor: Motion unanimously carried.

The Wastewater Treatment Supervisor is asking for approval to sell miscellaneous fittings to a local plumbing business. These fittings are no longer used at the treatment plant. A motion was made by Park W. Haverstick, II, seconded by Jeffrey L. Thomas, to approve the sale of miscellaneous fittings to A.H. Moyer for \$500.00. All those in favor: Motion unanimously carried.

Last month, the appointment to the Greater Lebanon Refuse Authority was discussed. The Wastewater Treatment Supervisor has agreed to accept the appointment. A motion was

Myerstown, PA  
Tuesday, February 11, 2014

made by Michael D. Behm, seconded by Keith Fox, to appoint Barry A. Ludwig as the borough representative to the Greater Lebanon Refuse Authority and approve the stipend pay for the members. All those in favor: Motion unanimously carried.

Previously, we received a request from the Fireplace Christian Fellowship to release the escrow funds being held by the Borough for the Bahney House Hotel project – 2 W. Main Avenue. The escrow account was setup for the installation of the sewer and water main. The EDU schedule can be adjusted as needed. A motion was made by Park W. Haverstick, II, seconded by Michael D. Behm, to approve the release of the escrow fund for the Fireplace Christian Fellowship for the completion of the Bahney House Hotel project. All those in favor: Motion unanimously carried.

Resolution 2014-09 – Wage Resolution has been prepared and reviewed. This is an amendment to Resolution 2013-18. A motion was made by Jeffrey L. Thomas, seconded by Keith Fox, to approve Resolution 2014-09. All those in favor: Motion unanimously carried.

The list of the yearly Good Will Fire Police events was submitted for approval. The document lists all known functions or events for the year and then any additional requests can be approved when received. A motion was made by Michael D. Behm, seconded by Jeffrey L. Thomas, to accept and approve the 2014 Goodwill Fire Police Events List. All those in favor: Motion unanimously carried.

The Recreation Use of Facilities request for the ELCO Youth Baseball and the ELCO Girls Softball has been tabled until next month.

Manager Chris Moonis informed the Council the Borough has been awarded the EIP 2 Grant. When we receive the contract it will be brought to Council for action.

We received information for Lebanon County Tire Collection. The collection will be held Thursday, April 17, 2014 at the Lebanon Expo Center. Funds for the program are provided in part by Lebanon County and then each municipality promises funds. A motion was made by Barry Lutz, seconded by Keith Fox, to approve the participation in the 2014 Lebanon County Tire Collection. All those in favor: Motion unanimously carried.

The appointment of a Right-to-Know Officer was discussed. A motion was made by Park W. Haverstick, II, seconded by Jeffrey L. Thomas, to appoint Manager Chris Moonis as the Boroughs Right-to-Know Officer and appoint Assistant Secretary Lisa A. Brubaker as the Alternate. All those in favor: Motion unanimously carried.

The Council President asked for a motion approving the separation from employment of a police officer. A motion was made by Barry Lutz, seconded by Michael D. Behm, to acknowledge the retirement of Officer Mel Hemperly and execute the separation agreement which addresses the payout under the Collective Bargaining Agreement and related issues. There was no discussion. All those in favor: Motion unanimously carried. The Council President stated on behalf of the Council, they wish to thank Officer Hemperly for his almost 30 years of service to the Borough.

Myerstown, PA  
Tuesday, February 11, 2014

An Ordinance (821) has been prepared for adoption for health care for the Council, the Mayor and their dependents. The Borough Solicitor reviewed the Ordinance. A motion was made by Teresa Allwein, seconded by Park W. Haverstick, II, to authorize the advertising of the Health Care Ordinance for adoption at the Tuesday, March 11, 2014 monthly meeting. All those in favor: Motion unanimously carried.

A motion was made by Michael D. Behm, seconded by Keith Fox, to approve Manager Chris Moonis to attend the Labor Relations Conference in March. All those in favor: Motion unanimously carried.

Councilmember Jeffrey L. Thomas asked questions on the requirements for sidewalk snow removal and what area of the sidewalk is the resident's responsibility. After discussion, the Ordinance will need to be reviewed.

EXECUTIVE SESSION:

No Executive Session was held.

COMMENTS FOR THE GOOD OF THE BOROUGH:

There were no comments.

ADJOURNMENT:

A motion was made by Park W. Haverstick, II, seconded by Jeffrey L. Thomas, to adjourn the meeting at 8:15 p.m.

Lisa A. Brubaker  
Assistant Secretary

lab