

Myerstown Borough Council Committee Meeting
Wednesday, June 23, 2021, 6:30 p.m.

A meeting of the Myerstown Borough Council Committees was held on Wednesday, June 23, 2021, at 6:30 p.m. in the Council Room of the Myerstown Community Center, President Bryan L. Rittle being in the Chair and the Secretary being present.

Present were: President Bryan L. Rittle, Vice-President Park W. Haverstick, II, Councilmembers Ronald L. Ream, Stacey A. Hackman, Jeffrey L. Thomas, and Dane W. Bicher, Deputy Secretary Lisa A. Brubaker, Assistant Manager Barry A. Ludwig, and Manager Michael R. McKenna. Absent were: President Pro Tem Dana Reich and Mayor Gloria R. Ebling.

The President opened the meeting at 6:30 p.m. and the Pledge of Allegiance was recited by all.

Park W. Haverstick, II motioned, and Stacey A. Hackman seconded, to approve the minutes of the meetings held on May 26, 2021. Motion unanimously carried.

Mayor Gloria R. Ebling entered the meeting at 6:32 p.m.

Steven Wohlbruck, Ethan Derr, and Jeremy Kegerreis, members of the Myerstown Library Association Board of Directors were present to discuss with Council funding of capital improvement projects. The HVAC system, roof, lighting, and expansion of the building were discussed. The replacement of the HVAC system and roof are the two current issues. Steven Wohlbruck praised the Public Works Department for the work they do to the library building, parking lot, and grounds. They provided three quotes from 2020. The 2022 budget will be started soon, and Council will look at the request at that time. Manager McKenna will ask Lobar to provide a current quote.

Public Safety

Council may review a proposal from the South Heidelberg Township Police Department for police services. Manager Michael R. McKenna, President Bryan L. Rittle, along with Richland Borough President Kelly Bricker and Councilmember Mark Brubaker met with Chief Grim from South Heidelberg Township to discuss police services. Manager McKenna and President Rittle attended the workshop at Richland Borough last evening to be part of their discussion of the information provided. Richland Borough President Kelly Bricker and Councilmember Mark Brubaker were present to be part of the discussion tonight. Richland Borough President Bricker stated they have a budget number, as she is sure we do, and would like to see if we can go back to Chief Grim and see what they could provide for those numbers. Council President Rittle stated that is probably what should be done. Manager McKenna stated going with the scope of work the Borough had in mind, it is less than the proposal. The original packet given at the meeting with him was a lot more attractive than the one now provided. Richland Borough Member Brubaker stated if Richland Borough can help with costs and get some coverage from it, they are willing to help. Richland has not had the town hall meeting to know what their citizens may say and have a lot of inform to gather but want to continue to entertain it with us and try to help each other out. Richland Borough would like Council to keep them in their thoughts whenever there is inter-municipal funding and grants. They are open to conversations and want to work together. Anything that can be done to make both of us safer is in their best interest and main concern. Manager McKenna stated it is tough when what you need is expensive and you do not have the resources to pay for it and we are all in the same situation. Vice President Haverstick, II reviewed the history of the Borough department and what the Council has been doing over the last few years regarding police services. Council President Rittle stated we will keep in touch and see what we can come up with. Manager McKenna thanked Richland Borough for reaching out and for being willing to come to the table. It is appreciated.

President Pro Tem Dana Reich entered the meeting at 7:39 p.m.

Council discussed a request from the Goodwill Fire Company to enter into an agreement to allow the Goodwill Fire Police to use the space in the Public Works Pole Building for storage and operations. Park W. Haverstick, II motioned, and Dane W. Bicher seconded, to reject the request from the Goodwill Fire Company to enter into an

agreement to allow the Goodwill Fire Police to use space in the Public Works Pole Building for storage and operations. Motion unanimously carried.

The Manager reviewed the proposal from Michael Miller and G Edward Schweikert, IV of Eckert Seamans Cherin & Mellott, LLC to represent the Borough as special labor counsel and provide advice on matters relating to the provision of police services. Dane W. Bicher motioned, and Stacey A. Hackman seconded, to approve the engagement letter from Michael Miller and G Edward Schweikert, IV of Eckert Seamans Cherin & Mellott, LLC to represent the Borough as special labor counsel and provide advice on matters relating to the provision of police services at a rate of \$250 per hour and not to exceed \$5,000.00. Motion unanimously carried.

Finance & Administration

The Manager reviewed a proposal to upgrade the Laserfiche system by migrating the current self-hosted on-premises system to a cloud-based system. This would provide the full Laserfiche suite of products including electronic document storage, process automation, content management, and platform services. This software would be very helpful with implementing the rental licensing program. The software and programs would help automate tasks that would make things more efficient. The Manager explained how it could be used for accounts payable. The software is becoming more popular for municipalities to help to speed up efficiency and to get more done. The Manager stated he did not have the price yet but wanted to introduce the proposal to Council and will bring it back once the pricing is received.

Council reviewed a proposal from Ephrata National Bank to switch deposit accounts to their financial institution. The interest rate was discussed. Their fee rates are also lower than what we pay with Fulton Bank. A Resolution could be required for a change or addition to financial institutions. The Manager will check with the Solicitor and bring the matter back to the regular council meeting for action.

Vice President Park W. Haverstick, II exited the meeting at 8:06 p.m.

Public Works & Utilities

Council reviewed the Payment Application #1 from Construction Masters Services, LLC. Borough Engineer has reviewed, approved, and recommends payment for the parking lot project. Ronald L. Ream motioned, and Dana Reich seconded, to approve the Payment Application #1 from Construction Masters Services, LLC. Motion unanimously carried.

Council discussed naming and parking restrictions for the new public parking lot on West Carpenter Avenue at the Community Center.

- i. The name of the parking lot shall be the Carpenter Avenue Parking Lot.
- ii. Open for parking 24 hours a day, 7 days a week, subject to the following exceptions:
 1. There shall be no parking between the hours of 12:00 A.M. and 5:00 A.M.
 2. There shall be no parking on Sundays between the hours of 7:00 A.M. and 1:00 P.M.
- iii. During a time when there is a declared snow emergency in the Borough of Myerstown, Lebanon County, Pennsylvania, the Carpenter Avenue Parking Lot may be used throughout the duration of the snow emergency.

The pool parking lot was discussed. The no parking between the hours of 12:00 a.m. and 5:00 a.m. be added for the pool lot. Dana Reich motioned, and Stacey A. Hackman seconded, to authorize the advertisement of amendments to the Borough's parking ordinance. Motioned unanimously carried.

Council discussed heating, ventilation, and air conditioning concerns for the Community Center building. Lobar will be providing a quote for redoing and adding some HVAC. Manager McKenna stated he found out one of the items we can spend the ARPA funds on is HVAC. Once we receive the quotes, he will bring them to Council.

Community & Economic Development

Council reviewed a request from Brian Saul of Brian's Model Trains requesting No Parking in front of his store for an event. Dana Reich motioned, and Stacey A. Hackman seconded, to approve the request from Brian Saul of Brian's Model Trains for No Parking in front of his store at 109 West Main Avenue on Sunday, July 18, 2021, from 7:00 a.m. to 5:00 p.m. to make room for the sidewalk sale event. Motion unanimously carried.

Council reviewed a request from Jared Horn of Ephrata National Bank to do a "Pigs in the Park" campaign in the Recreation Park Area. Ronald L. Ream motioned, and Dane W. Bicher seconded, to approve the request from Jared Horn of Ephrata National Bank to do a "Pigs in the Park" campaign in the Recreation Area on the morning of Saturday, August 28, 2021. Motion unanimously carried.

Council reviewed a request from the President of the ELCO Youth Girls Softball league asking to start their annual pool party one hour earlier. Ronald L. Ream motioned, and Dana Reich seconded, to deny a request from the President of the ELCO Youth Girls Softball league to start their annual pool party one hour earlier. Motion unanimously carried.

Other Business

Assistant Manager Ludwig asked for approval for payment of a bill from SLH Excavating, Inc. for the emergency repair work to Main Avenue. Dane W. Bicher motioned, and Ronald L. Ream seconded, to approve the payment to SLH Excavating for \$8,571.81. Motion unanimously carried.

We received a season pass refund request from Francesca Kotay. She purchased a family pool pass on June 17, 2021, and the next day on June 18, 2021, her son broke his arm. They will not be able to go to the pool for the rest of the season. Stacey A. Hackman motioned, and Dana Reich seconded, to approve to refund \$290.00 to Francesca Kotay. Motion unanimously carried.

Property Maintenance issues were discussed.

The Chair asked if there were any additional comments for the good of the Borough. Seeing none, he asked for a motion to adjourn.

Stacey A. Hackman motioned, and Dana Reich seconded, to adjourn the meeting. Motion unanimously carried.

The meeting was adjourned at 9:00 p.m.

Respectfully Submitted,

Lisa A. Brubaker,
Deputy Secretary