

Myerstown, PA  
Tuesday, January 12, 2016

President Bryan L. Rittle called the regular monthly meeting of the Myerstown Borough Council to order at 6:33 p.m., on Tuesday, January 12, 2016. The meeting was held in Borough Council Chambers in the Myerstown Municipal Center, 101 East Washington Avenue, Myerstown, PA 17067.

Following the Pledge of Allegiance, a roll call was taken. Present were: President Bryan L. Rittle, Vice President Michael D. Behm, President Pro Tem Park W. Haverstick, II, Vince Podolski, Eric L. Powell, Jeffrey L. Thomas, Dana Reich, Mayor Gloria R. Ebling, Treasurer Lee C. Smith, Solicitor Frederick S. Wolf, Assistant Manager Barry A. Ludwig, Economic Development Manager Michael McKenna, Deputy Secretary Lisa A. Brubaker and Manager Christopher J. Moonis.

The Meeting Minutes for December 7, 2015, December 8, 2015 and January 4, 2016 were presented. A motion was made by Dana Reich, seconded by Vince Podolski, to dispense with the reading of and approve the minutes of the Planning Meeting, December 7, 2015, the Regular Monthly Meeting, December 8, 2015 and the Reorganization Meeting, January 4, 2016. Councilmember Eric L. Powell stated he felt he should abstain because he was not on Council for the December meetings. He will provide a written statement for the abstention. A motion was made by Dana Reich, seconded by Vince Podolski, to amend the motion to dispense with the reading of and approve the minutes of the Planning Meeting, December 7, 2015, and the Regular Monthly Meeting, December 8, 2015. Motion carried. A motion was made by Park W. Haverstick, II, seconded by Michael D. Behm, to dispense with the reading of and approve the minutes of the Reorganization Meeting, January 4, 2016. All those in favor: Motion unanimously carried.

The Council President opened the floor for Citizens and Visitors Comments: There were no comments.

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

Mayor Gloria R. Ebling presented her report and the State Police report.

Assistant Manager Barry A. Ludwig presented the Utilities report, which includes the Wastewater and Public Works Department. The Assistant Manager asked if the format of the report was acceptable to Council. Councilmember Dana Reich stated it was a nice report and Council agreed.

The Assistant Manager updated the Council on the fine screen research for the replacement of the Muffin Monster. The manufacturer has been selected, they are a Co-stars vender. He is still working on installation costs, that vender may also be a Co-stars vender. The budget price is \$124,929.00 for the unit and installation. The Engineer is preparing the Part 2 - Water Quality Permit for DEP (Department of Environmental Protection). The Assistant Manager is almost ready to place the Purchase Order (PO). Based on his conversations with the manufacturer's representative, we can start with the PO and the purchase processing with the caveat that if there are any issues with DEP they will not start manufacturing the unit. This will come back to Council in February for final approval but he would like the ok to go forward with the paperwork. Council agreed to proceed.

The Assistant Manager noted on the ARRO Engineering Report. He is preparing the Highway Occupancy Permit application to PennDot to adjust the manholes for the State Route 501 repaving project.

The Annual Reports are being processed, some of the reports are completed by the Engineer and others are completed by the Assistant Manager.

The Solicitor Frederick Wolf presented the report. The Solicitor stated he has litigation and acquisition of real estate items for executive session.

Manager Christopher J. Moonis presented the report. He had no additional items to add. Councilmember Dana Reich asked what date is the Business Breakfast meeting. The meeting is January 19, 2016. The Manager encouraged the Councilmembers to attend.



Treasurer's Monthly Report – (continued)

MYERSTOWN BOROUGH TREASURER'S REPORT

Prepared 1/11/2016

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Activity for: YEAR 2015

Activity

OTHER FUNDS:

FINANCIAL INSTITUTION:

Dec. 31, 2015

BALANCES:

UNEMPLOYMENT COMPENSATION:

PLGIT:

Cash: \$ 92,001.37

\* 2749  
 INCOME EXPENSES

LIQUID FUELS:

PLGIT:

Cash: \$ 63,113.90

\* 73,164.54 149,489.87  
 INCOME EXPENSES

BEAUTIFICATION TRUST:

PLGIT:

Cash: \$ 43,407.58

\* 13.73  
 INCOME EXPENSES

RECREATION:

FULTON:

Cash: \$ 8,276.06

\* 2,954.47 \* 20,051.59  
 INCOME EXPENSES  
 TRSF. IN +

Ed Jones 20,019.62 BV  
 20,002.03 MV

WM DERR SWIMMING POOL:

FULTON:

Cash: \$ 928.90

\* 55,459.54 77,032.18  
 INCOME EXPENSES  
 TRSF. IN + 17,000.00

Ed Jones: 36,719.86 BV  
 35,737.48 MV

A/P: \_\_\_\_\_

MEMO:

- A/R - Accounts Receivable
- A/P - Accounts Payable
- TRSF - TRANSFER
- BV - Book Value
- MV - Market Value

The Council President Bryan L. Rittle exited the meeting room at 6:50 p.m., Vice President Michael D. Behm proceeded with the order of business.

The monthly listing of invoices was presented. A motion was made by Park W. Haverstick, II, seconded by Dana Reich, to approve payment of all invoices as listed. All those in favor: Motion unanimously carried.

The communications were reviewed.

The Manager mentioned that we were successful in the application to Lebanon County Redevelopment for Block Grant money, \$60,000.00 was allocated. We are going to take those funds along with the funds from other fiscal years and use it for street work. If we can get it approved by the State then we should have funds for most of the work.

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Communications – (continued) - We received the yearly call report from the Goodwill Fire Police.

The Council President informed the Council he needed to be excused from the meeting at 6:52 p.m. Vice President Michael D. Behm will preside for the remainder of the meeting.

The Vice President read the list of current Committee and Board vacancies.

Recreation Board – two (2) vacancies

International Property Maintenance Code Board of Appeals – one (1) vacancy

If anyone is interested in volunteering to serve on any of these boards contact the Borough office.

There is one (1) tabled item, the general parking in the Borough East Main Avenue lot. The Manager stated this item has been tabled for months, Councilmember Dana Reich brought this to the Council. Councilmember Dana Reich stated this should be addressed because we are now in the winter season and no one can park in the lot. The Manager stated this may be a good reason for the Public Works Committee to meet.

Councilmember Jeffrey L. Thomas asked if trash collection could be part of the discussion. The Council directed trash collection to the Utilities Committee for discussion.

The Council Vice President proceeded to the agendas order of the business:

Michael McKenna, was present to give an Economic Development presentation. He thanked the Council for giving him the opportunity to present his presentation to them. Being there are new members of Council Michael McKenna introduced himself and gave some background on the Circuit Rider program. He was hired in 2015 as the Circuit Rider Manager under the Municipal Assistance Program Grant for the multi municipal economic development incentive with the City of Lebanon as a partner. A main goal for the program is to get other municipalities to join the partnership and facilitate economic development plans. The first goal he and the Borough Manager worked on was the creation of a Work Plan. The Work Plan outlines the vision, goals and objectives for the Borough. Also, a Business Guide has been created. This guide will make it easier for new and existing business owner to have a reference guide for the main items they will need to do to start a business in the Borough. Councilmember Park W. Haverstick, II asked what Council can do to help advertise his presence. Michael McKenna stated he is working on developing a website to promote the program and could be effective. Joining the Chambers of Commerce is helping him to develop relationships since the chamber is the focal point for businesses in the area. He is meeting connection there, which is useful in promoting the program this first year. Michael McKenna stated he will be one of the speakers at the Business Breakfast meeting on Tuesday, January 19, 2016 and will be doing a similar presentation.

The Co-stars Salt Contract was moved to the February 9, 2016 to give the Assistant Manager more time to review.

The list of the yearly Goodwill Fire Police events was received for approval. The document lists all known functions or events for the year. Any additional requests can be approved when received. The Borough insurance provider requires written document for approval. A motion was made by Park W. Haverstick, II, seconded by Eric L. Powell, to approve the 2016 Goodwill Fire Police Events List. All those in favor: Motion unanimously carried.

We received a Use of Facilities Request and a Certificate of Insurance from the ELCO Youth Baseball Association. A motion was made by Park W. Haverstick, II, seconded by Jeffrey L. Thomas, to approve the Recreation Request from the ELCO Youth Baseball Association to use the Small North Baseball Field for the 2016 season. All those in favor: Motion unanimously carried.

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The Assistant Manager provided a quote for the purchase of a vehicle for the Wastewater Treatment Facility. The purchase is being done through a Co-star vender. A motion was made by Vince Podolski, seconded by Park W. Haverstick, II, to approve the purchase 2016 GMC Canyon Truck for the Wastewater Treatment Facility with a base cost of \$33,790.00. All those in favor: Motion unanimously carried.

We received a request from the Myerstown Church of the Brethren to use the recreational park for their Easter Sunrise Service. A motion was made by Dana Reich, seconded by Vince Podolski, to approve the request from the Myerstown Church of the Brethren to use the recreational park for their Easter Sunrise Service at 7:00 a.m. on Sunday, March 27, 2016. All those in favor: Motion unanimously carried.

No Use of Facilities request from the ELCO Girls Softball Association was received. This item will be considered when the request is submitted.

Council received the list of unpaid Property Taxes for 2015 from the Tax Collector. A motion was made by Vince Podolski, seconded by Dana Reich, to exonerate the Tax Collector Nicole Berger from collecting the unpaid Property Taxes for 2015 and authorize Lebanon County Tax Claim for collection on behalf of the Borough. All those in favor: Motion unanimously carried.

Council received the list of unpaid Per Capita Taxes for 2015 from the Tax Collector. A motion was made by Dana Reich, seconded by Jeffrey L. Thomas, to exonerate the Tax Collector Nicole Berger from collecting the unpaid Per Capita Taxes for 2015 and authorize Keystone Collection Group, Inc. for collection on behalf of the Borough. All those in favor: Motion unanimously carried.

The Manager stated the Council will need to pass a Resolution (2016-05) for Fulton Bank to acknowledge who may sign checks on behalf of the Borough. With the addition of President Pro Tem Park W. Haverstick, II a new Resolution is needed. A motion was made by Dana Reich, seconded by Jeffrey L. Thomas to approve Resolution 2016-05 – Resolution of Unincorporated Association for Fulton Bank. All those in favor: Motion unanimously carried. The authorized signers for Fulton Bank are Bryan L. Rittle, Michael D. Behm, Park W. Haverstick, II and Lee C. Smith.

Councilmember Dana Reich stated she was asked why the Borough no longer uses the middle basketball court to fill for freezing for ice skating. The Mayor stated there are cracks in the asphalt and it doesn't hold water. The pond is the area used for ice skating.

Councilmember Eric L. Powell stated he did some research on linseed oil verses regular concrete sealer. He found linseed oil is superior in two ways, it is better in preventing chlorine infiltration and it is more economical and environmentally safe.

The Borough Council recessed the regular meeting and entered into Executive Session at 7:40 p.m. to discuss acquisition of real estate, personnel and litigation.

The Borough Council returned from Executive Session at 8:29 p.m. reconvening the regular session and resumed consideration of and action on the regular meeting agenda.

The Council Vice President asked if there were any additional comments for the good of the borough. Seeing none, a motion was made by Park W. Haverstick, II, seconded by Dana Reich, to adjourn the meeting at 8:30 p.m. All those in favor: Motion unanimously carried.

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Lisa A. Brubaker  
Deputy Secretary