

Finance & Administration Committee

A meeting of the Myerstown Borough Council Finance & Administration Committee was held on Wednesday, September 26, 2018 at 6:30 p.m. in the Council Room at the Myerstown Community Center, Councilmember Eric L. Powell being in the chair and the Secretary being present.

Present were: Committee Chair Eric L. Powell, Committee Member Michael D. Behm, Council President Bryan L. Rittle, and Manager Michael R. McKenna.

The Chair opened the meeting at 6:34 p.m.

Michael D. Behm moved and Eric L. Powell seconded to approve the minutes of the previous month's meeting held on August 22, 2018.

The committee heard a presentation on the 2019 Insurance Plan for the Borough by Greg Zinn of Zinn Insurance. Flood coverage was discussed in light of the recent flooding events that took place at the sewer plant. Mr. Zinn recommended the Borough consider cyber insurance to protect digital information. Michael D. Behm moved and Bryan L. Rittle seconded to recommend Full Council approval of the proposed insurance plan. Motion carried.

Manager McKenna presented draft budgets for Fiscal Year 2019 and they were briefly discussed.

Bryan L. Rittle moved and Michael D. Behm seconded to adjourn the meeting. Motion carried.

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

The meeting was adjourned at 7:36 p.m.

Respectfully Submitted,

Michael R. McKenna, MPA
Borough Manager/Secretary

Public Safety & Planning Committee

A meeting of the Myerstown Borough Council Public Safety and Planning Committee was held on Wednesday, September 26, 2018 at 6:30 p.m. in Room 3 at the Myerstown Community Center. Council President Pro Tem Park W. Haverstick, II being in the Chair and the Deputy Secretary being present.

Present were: Committee Chairman Park W. Haverstick, II, Committee Members, Dana Reich, Ronald L. Ream, Mayor Gloria R. Ebling, Deputy Secretary Lisa A. Brubaker and Assistant Manager Barry A. Ludwig.

The Chair opened the meeting at 6:31 p.m.

There was one (1) Visitor -Guest present.

The Mayor stated there is a correction to the August 22, 2018 meeting minutes, being she attended the meeting and her attendance needed to be added.

Dana Reich moved and Ronald L. Ream seconded to dispense with the reading of and approve the minutes with the noted correction of the previous month's meeting held on August 22, 2018. Motion carried.

Park W. Haverstick, II provided an overview of the committee meeting.

Action Items:

There were no action items.

Old Business:

Gloria R. Ebling provided an update from the meeting with the Chief from North Lebanon Township Police Department. The costs, per officer provided by Chief Easter for police services were reviewed.

The Pennsylvania Private Police was discussed. At last month's meeting, Michael R. McKenna stated he would check into the regulations and requirements for this type of police force with the Borough Solicitor. He will be present in the full review meeting and provide any update on his findings.

Dana Reich stated the State Police are only responding to a crime and not able to enforce local ordinances, like burning and parking. If there was a local police force, the Borough would have control.

Park W. Haverstick, II stated some of the issues could be handled if the Borough had a full-time Code Enforcement Officer.

The committee would like the Borough Manager to obtain additional quotes for police services from additional local police departments and provide information on any grant funds for police services.

Park W. Haverstick, II informed the committee the change has been completed to the run cards for fire coverage for the Borough. The Keystone Hook and Ladder Fire Company has been made the first call for emergency calls.

Park W. Haverstick, II stated he received a call from the Chief of the Goodwill Fire Company with questions. He instructed him to contact the Borough Manager.

New Business:

For the October 24, 2018 meeting, Park W. Haverstick, II stated he has two (2) items he would like placed on the Agenda. The Rental Property Maintenance Program and Code Enforcement.

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

Ronald L. Ream moved and Dana Reich seconded to adjourn the meeting. Motion carried.

The meeting was adjourned at 7:24 p.m.

Respectfully Submitted

Lisa A. Brubaker,
Deputy Secretary

Parks & Recreation and Public Relations Committee

A meeting of the Myerstown Borough Council Parks, Recreation and Public Relations Committee was held on Wednesday, September 26, 2018 at 7:30 p.m. in the Council Room at the Myerstown Community Center, President Bryan L. Rittle being in the chair and the Secretary being present.

Present were: Council President Bryan L. Rittle, Committee Members Park W. Haverstick, II, Dana Reich, Mayor Gloria R. Ebling, and Manager Michael R. McKenna.

The Chair opened the meeting at 7:39 p.m.

Dana Reich moved and Park W. Haverstick, II seconded to approve the minutes of the previous month's meeting held on August 22, 2018.

Michelle Grumbine was in attendance to answer questions about a request to rent the gymnasium at the Myerstown Community Center for local kids who want to practice tennis in the winter. She explained that it was not a for-profit venture and that it is for local high school tennis players to have an indoor practice option outside of expensive tennis clubs in the area. Council explained that Ms. Grumbine would need to provide liability insurance to cover the kids practicing in the facility. Bryan L. Rittle moved and Park W. Haverstick, II seconded to recommend Full Council approval of Michelle Grumbine's request to use the Myerstown Community Center Gymnasium pending acquisition of proper liability insurance. Motion carried.

The committee discussed the location of 10 benches co-purchased by the Lions Club and the Borough. The committee likes the current location of the four benches in front of the Community Center. They provided a list of possible locations for the other benches and asked the Manager to communicate with property owners of those locations to see if they would be opposed to having a bench on the sidewalk of their property.

The committee reviewed a draft Communication Strategy being put together by the Circuit Rider employee.

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

Dana Reich moved and Park W. Haverstick, II seconded to adjourn the meeting. Motion carried.

The meeting was adjourned at 8:34 p.m.

Respectfully Submitted,

Michael R. McKenna, MPA
Borough Manager/Secretary

Public Works & Utilities Committee

A meeting of the Myerstown Borough Council Public Works & Utilities Committee was held on Wednesday, September 26, 2018 at 7:30 p.m. in Room 3 the Myerstown Community Center, Councilmember Ronald L. Ream being in the Chair and the Deputy Secretary being present.

Present were: Committee Chairman Ronald L. Ream, Committee Members Eric L. Powell and Michael D. Behm, Public Works David C. Fake, Deputy Secretary Lisa A. Brubaker, and Assistant Manager Barry A. Ludwig.

The Chair opened the meeting at 7:39 p.m.

There were no citizens or visitors in attendance for comment.

Eric L. Powell moved and Michael D. Behm seconded to dispense with the reading of and approve the minutes of the previous month's meeting held on August 22, 2018. Motion carried.

Action Items:

There were no action items.

Old Business:

There was no old business to discuss.

New Business:

David C. Fake provided an overview of the pool closure.

Barry A. Ludwig provided an update on the Wastewater Treatment Plant from the flooding event. The plant is still in compliance. Information was been provided to Lebanon County Emergency Department for FEMA in case federal funding becomes available.

Barry A. Ludwig reminded the committee the Sewer Advisory Board meeting will be held Monday, October 15, 2018 here at the Borough Municipal Center at 6:30 p.m.

Barry A. Ludwig stated the Railroad Street paving project has been completed. The final walk through will be done shortly. There are a few issues to discuss with the contractor. The project did come in under budget.

The proposed Parking Ordinance 848 was reviewed. Dave C. Fake stated the footage in front of Main Street Jewelry is incorrect.

Main Street Jewelry Owners have requested the parking time limit be adjusted to two (2) hour parking. The one (1) hour parking it not enough time for their patrons to shop in their store.

Enck's Gun Barn owners have requested the limited time for parking be removed from in front of their store. The limited parking is in the handicap space and the one (1) hour parking is not enough time for customers in the store and range.

The parking time restrictions in front of Gift Associates will remain the same.

The Chair asked for a motion to recommend the amendment to the Parking Ordinance be taken to Council for discussion and possible action at their regular monthly meeting in October.

Michael D. Behm moved and Ronald L. Ream seconded to recommend the amendment to the Parking Ordinance be taken to the Borough Council at their regular monthly meeting on October 9, 2018.

Ronald L. Ream – yes, Michael D. Behm – yes, Eric L. Powell – no. Motion carried.

Ronald L. Ream asked for an update on the roof for the Borough Building. Barry L. Ludwig stated the contractor was supposed to do it in September, but nothing has been done. He will contact them.

David C. Fake stated he was contacted by a person interested in purchasing the speed humps. Is the Borough interested in selling them. A price would need to be set and a Resolution for the selling of property would be need to be done.

This item maybe recommended to Council once the details of the sell have been discussed further by the committee.

Michael D. Behm questioned what the intent is for the playground equipment in the back lot of the building. He stated a Christian school is interested in taking it. Ronald L. Ream stated this should be discussed in the full review meeting.

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

Eric L. Powell moved and Michael D. Behm seconded to adjourn the meeting. Motion carried.

The meeting was adjourned at 8:34 p.m.

Respectfully Submitted

Lisa A. Brubaker,
Deputy Secretary

Full Council Review

A meeting of the Myerstown Borough Council was held on Wednesday, September 26, 2018 at 8:30 p.m. in the Council Room of the Myerstown Community Center, the President being in the chair and the Secretary being present.

Myerstown Borough Council Committee Meetings
Wednesday, September 26, 2018, 6:30 p.m.

Present were: President Bryan L. Rittle, Vice-President Michael D. Behm, President Pro Tem Park W. Haverstick, II, Councilmembers Eric L. Powell, Ronald L. Ream and Dana Reich, Mayor Gloria R. Ebling, Assistant Manager Barry A. Ludwig, and Manager Michael R. McKenna.

The Chair opened the meeting at 8:35 p.m.

Park W. Haverstick, II moved and Dana Reich seconded to approve the minutes of the previous month's meeting held on August 22, 2018.

The chair of the Finance and Administration Committee gave a report on their meeting held at 6:30 p.m. The chair and Borough Manager explained and recommended approval of the Borough's insurance policy. Eric L. Powell moved and Michael D. Behm seconded to approve renewal of the Borough's insurance policy as presented by Zinn Insurance for the 2019 year. Motion carried.

The chair of the Public Works & Utilities Committee gave a report on their meeting held at 6:30 p.m.

The chair of the Public Safety & Planning Committee gave a report on their meeting held at 7:30 p.m.

The chair of the Parks & Recreation and Public Relations Committee gave a report on their meeting held at 7:30 p.m.

Park W. Haverstick, II moved and Dana Reich seconded to adjourn the meeting. Motion carried.

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

The meeting was adjourned at 9:45 p.m.

Respectfully Submitted,

Michael R. McKenna, MPA
Borough Manager/Secretary