

Finance & Administration Committee

A meeting of the Myerstown Borough Council Finance & Administration Committee was held on Wednesday, October 24, 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, Vice President Michael D. Behm, Committee Member Jeffrey L. Thomas, Council President Bryan L. Rittle, Assistant Manager Barry A. Ludwig, and Manager Michael R. McKenna.

The Chair opened the meeting at 6:36 p.m.

Manager McKenna presented updated draft budgets for Fiscal Year 2019. The budgets reviewed included:

- Beautification Fund Budget
- Unemployment Compensation Fund Budget
- Street Lighting Tax Fund Budget
- Liquid Fuels Fund Budget
- Municipal Center Fund Budget
- Community Pool Fund Budget
- General Operating Reserve Fund Budget
- General Operating Fund Budget

Barry Ludwig exited the meeting at 6:54 p.m.

Bryan L. Rittle moved and Michael D. Behm seconded to approve the minutes of the previous committee meeting held on September 26, 2018. 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.

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

The meeting was adjourned at 7:42 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, October 24, 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 6:32 p.m.

There were seven (7) Visitors -Guests present.

Ronald L. Ream moved and Dana Reich seconded to dispense with the reading of and approve the minutes of the previous month's meeting held on September 26, 2018. Motion carried.

Park W. Haverstick, II provided an overview of the committee meeting and opened the floor for public comments.

Fire Company representatives from the Keystone Hook and Ladder and Goodwill Fire Company were present.

Keystone Hook and Ladder
Jake Belleman
Mike Yiengst
Scott Yeagley – Borough EMA

Goodwill Fire Company
Briceon Kale
Scott Wolfe
Randall Sweigert

Mike Yiengst stated at the September Council Meeting the Council voted to change the box run cards to have the Keystone Hook and Ladder as the first responder. The change has gone into effect and he feels it is going smoothly and they appreciate the confidence placed in them from the Council.

Briceon Kale exited the meeting.

Scott Wolfe stated he did not feel it is going well. The Keystone is cancelling the Goodwill from a call even before the Keystone squad is on site. This is an issue of protecting the community and they should be working together.

Keystone Chief Jake Belleman stated they would never put the community in danger. The Goodwill has not handled their problem in house. He does not want the problem on site. He will not take the liability for the Goodwill.

Park W. Haverstick, II stated the Council asked both fire companies to sign procedures and guidelines. One company did, and one did not. That is why the run cards were changed. The Borough has a responsibility to provide fire services to the community, as well as pay their liability and workers compensation insurance. Both companies are acting in the name of the borough. That is why it is wise to have certain standards in place. Council has to cover what is in the best interest of the citizens and borough.

Assistant Manager Barry A. Ludwig entered the meeting at 6:55 p.m.

Park W. Haverstick, II stated he hopes the companies would work together during imminent danger and put their differences aside for the safety of the community.

Mayor Gloria R. Ebling stated she was informed the Keystone would not allow the Goodwill to train with them.

Jake Belleman stated no they did not include them in training. He will not take the liability and responsibility for the Goodwill because of their circumstance with one of their members.

Ronald L. Ream stated the Council made their decision. Public safety is important to the community. If either fire company's situation changes, then Council may reevaluate at that time.

Robert Jones stated the borough is in need of police coverage. He questioned if a regional police department could be created. He believes there are Federal Grants and that those grants provide for all of the costs for the startup of this type of force.

Park W. Haverstick, II reviewed all of the options for police services that are being explored by the Council and Mayor. Grant funding will be researched.

Park W. Haverstick, II stated the former police department for the borough was expensive, nearly half of the yearly budget. Either services will need to be reduced or eliminated or taxes raised and maybe both would be required. Council is trying to look at all options and the most effective way for the taxpayers of the community.

Action Items:

There were no action items.

Old Business:

The Pennsylvania Private Police was discussed. A letter has been sent requesting a written proposal for pricing and to address the list of concerns included in the letter.

The Examination of Pennsylvania State Police Coverage of Municipalities report was reviewed along with the Lebanon County police coverage information.

New Business:

The September State Police Report was reviewed.

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 7:32 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, October 24, 2018 at 7:30 p.m. in the Council Room at the Myerstown Community Center, President Pro Tem Park W. Haverstick, II acting as Committee Chair and the Secretary being present.

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

The Chair opened the meeting at 7:45 p.m.

Dana Reich moved and Park W. Haverstick, II seconded to approve the minutes of the previous month's meeting held on September 26, 2018.

Matt Herring and Dave Ritter from the Pennsylvania Bucktail Regiment were in attendance to present and request approval to host the 26th Annual Bucktail Reunion in Myerstown on the first weekend of August in 2019. Matt explained that this will be the 26th year that the Bucktails have hosted a modern-day reunion celebrating the history of the 149th and 150th Pennsylvania Regiments, known as the Bucktails, and their efforts in the Civil War. He went on to explain that Myerstown is a true Bucktail town because there are several Bucktails that came from the area, including Captain John Bassler. The Bucktails were a part of an infamous incident called "The Color Episode," where six Bucktails distracted Rebel soldiers with the flags of the Union and Pennsylvania, known as the colors, while the rest of the Regiment was able to avoid heavy casualties. The reunion involves over 100 living history reenactors coming on a Friday night and setting up 40-60 tents. All day Saturday is a living history with era-appropriate activities, food and music. The public is able to walk through the camp. Sunday is a memorial service in honor of the Bucktails.

The committee received the presentation favorably. Park W. Haverstick, II moved and Jeffrey L. Thomas seconded to approve to recommend Full Council approval of this request at the November Council Business Meeting. Motion carried.

The committee heard a request from Anna Gettler of Main Street Jewelry to participate in the 2018 Christmas Cookie Walk. While there were not any volunteers able to participate, the committee agreed to support the event through a donation. Park W. Haverstick, II moved and Jeffrey L. Thomas seconded to recommend Full Council approval to donate \$125 from the General Fund to the 2018 Christmas Cookie Walk. Motion carried.

The committee heard a request from Lori Kahl, a parent of a student on the ELCO Varsity Football Team, to place player posters on the poles down Main Ave to celebrate the success of their 2018 football team. Park W. Haverstick, II moved and Jeffrey L. Thomas seconded to recommend Full

Council approval of this request at the full council committee review meeting at 8:30 p.m. 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.

Park W. Haverstick, II moved and Dana Reich seconded to adjourn the meeting. Motion carried. The meeting was adjourned at 8:39 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, October 24, 2018 at 7:30 p.m. in Room 3 of 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 7:42 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 September 26, 2018. Motion carried.

Action Items:

There were no action items.

Old Business:

Barry A. Ludwig provided an update on the Wastewater Treatment Plant from the flooding event. Staff is still making repairs. The plant is able to process sludge again which is a big plus. Lebanon County EMA and PEMA have stated Federal Funds may be available for the storm damage. Waiting for more information. We did receive some funds from the insurance company for the control building damage.

Ronald L. Ream stated the Sewer Advisory Board meeting held on Monday, October 15, 2018 with the partners was a positive meeting.

Barry A. Ludwig stated the Railroad Street paving project is 99% complete. The final walk through was done and a minor punch list will be finished.

Barry A. Ludwig explained the MS4 expenses. Engineer Michael Knouse is working on the fees and will present them in the near future.

Barry A. Ludwig informed the committee a meeting was held with Lobar regarding the next renovation phase for the building. Nothing to present at this time.

New Business:

Ronald L. Ream stated the documents for the RFP (Request for Proposal) for consulting services for the creation of an improvements plan for infrastructure, streetscaping, and lighting are not here for the meeting, but he would like to discuss it.

Ronald L. Ream asked if we should be looking at this now before the borough addresses the downtown and roads. Is this RPF just to hire someone, a firm, to tell us what is needed.

Barry A. Ludwig stated he believes so. The roadways are set. Not much can be changed, so this is for cosmetic improvements.

Eric L. Powell stated this is for items like street lights, street trees, benches, and crosswalks.

A Facade Improvement Program was discussed. Eric L. Powell explained funding would be available to residents to help make improvements to the outside look of their property. A committee would review the applications and set the standards for the program.

The committee will wait until the RFP documents are presented for further discussion.

The Chair opened up the floor for another discussion. David C. Fake stated the Public Works Department is winding down from mowing. They will be starting crack sealing, putting the flower pots away, getting ready to put up the Christmas Wreaths, and getting equipment ready for the winter season.

Michael D. Behm asked to discuss the costs to replace a truck for the Public Works Department. The vehicles were reviewed. David C. Fake stated the 2002 vehicle should be the first to replace. Barry A. Ludwig stated the estimated cost is \$75,000.

The State Route 422 project was discussed. Barry A. Ludwig stated they have had issues with sewer blockages at Tosco's and Tulpy Tags. Some of the issues are from the contractor, Pennsy Supply's fault from the project. They are working through the problems with them.

Ronald L. Ream asked when the walk through for North Railroad street will happen. He would like the residents who need to do curb/sidewalk repairs be given as much time as possible to complete.

Barry A. Ludwig stated the ADA Ramps and sewer catch basins will need to be done. The prep work will be completed in 2019 and the paving in 2020.

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 8:18 p.m.

Respectfully Submitted

Lisa A. Brubaker,
Deputy Secretary

Full Council Review

A meeting of the Myerstown Borough Council was held on Wednesday, October 24, 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.

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, Jeffrey L. Thomas and Dana Reich, Mayor Gloria R. Ebling, Assistant Manager Barry A. Ludwig, and Manager Michael R. McKenna.

The Chair opened the meeting at 8:40 p.m.

Park W. Haverstick, II moved and Ronald L. Ream seconded to approve the minutes of the previous month's meeting held on September 26, 2018.

The chair of the Finance and Administration Committee gave a report on their meeting held at 6:30 p.m. The chair presented the schedule for upcoming budget meetings which included a meeting of the Finance and Administration Committee on November 7, 2018 and a Full Council budget meeting on November 12, 2018.

The chair of the Public Works & Utilities Committee gave a report on their meeting held at 6:30 p.m. Assistant Manager Barry Ludwig remarked that FEMA and PEMA visited the Wastewater Treatment Facility to review damage from the recent flooding.

The chair of the Public Safety & Planning Committee gave a report on their meeting held at 7:30 p.m. He remarked that there were representatives from both Fire Companies in attendance to discuss tensions between the two and recent operations with Keystone Hook & Ladder Co. now being first call to emergencies.

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

Jeffrey L. Thomas moved and Eric L. Powell seconded to approve the request from the Bucktails Reunion organization to host their 26th annual Bucktails reunion on the first weekend of August 2019 in the Myerstown Recreation Area. Motion carried.

Myerstown Borough Council Committee Meetings
Wednesday, October 24, 2018, 6:30 p.m.

Park W. Haverstick, II moved and Michael D. Behm seconded to approve a donation of \$125 to Main Street Jewelry & Gifts in support of the annual Christmas Cookie Walk. Motion carried.

Park W. Haverstick, II moved and Jeffrey L. Thomas seconded to approve a request from ELCO Varsity Football to place player posters on the poles down Main Ave to celebrate the success of their 2018 football team. Motion carried.

Park W. Haverstick, II moved and Dana Reich seconded to request the Borough Manager draft a letter to the surrounding Eastern Lebanon County municipalities to determine interest in developing a regional police department. Motion carried.

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

Park W. Haverstick, II moved and Michael D. Behm seconded to adjourn the meeting. Motion carried.

The meeting was adjourned at 9:41 p.m.

Respectfully Submitted,

Michael R. McKenna, MPA
Borough Manager/Secretary