



**WORMLEYSBURG BOROUGH
COUNCIL MINUTES
AUGUST 11, 2020**

The monthly meeting of the Wormleysburg Borough Council was held on Tuesday, August 11, 2020 in Knisley Hall (to accommodate social distancing). Council President Martini called the meeting to order at 7:30 p.m. and noted that the state of emergency related to Corona Virus 2019 (Covid-19) remains in effect.

The Pledge of Allegiance was led by Mr. Martini.

Borough Manager Deb Ealer called the Roll.

President Thomas L. Martini	-	Present
Mayor George O. Preble	-	Excused
Vice-President Stephen M. Hawbecker	-	Present
Mr. Joseph Deklinski	-	Present
Mr. George Kahler	-	Present
Ms. Sue Stuart	-	Present
Mr. Warren Stumpf	-	Excused
Ms. Margaret Stuski	-	Present

The following individuals were also in attendance: Borough Solicitor G. Bryan Salzmann, Esq., West Shore Regional Police Department (WSRP) Chief Michael Hope, and several residents.

APPROVAL OF THE MINUTES

ACTION: On motion made by Mr. Deklinski and seconded by Mr. Kahler, the minutes of the July 14, 2020 meeting were approved as presented.

APPROVAL OF THE AGENDA

The agenda was accepted as presented with one addition from Mr. Kahler, which will be added under Item 10.d.

CITIZENS' COMMENTS

Resident Steve Hitz from 644 North Second Street explained that he was in receipt of a notice of zoning noncompliance regarding multiple vehicles on his property, including a camper, trucks, boats and other items. He had made an effort to conform but noted that he has insufficient room on his property to accommodate his equipment appropriately. After comments, Mr. Martini indicated that the Zoning Officer would re-assess his property in due course to determine if further action is required. In reply to a query, the Zoning Officer indicated that the initial review was in response to several complaints.

BUILDING PLANS

There were no building plans.

PUBLIC HEARINGS

There were no public hearings.

REPORTS FROM APPOINTED BOROUGH OFFICERS

Chief of Police

WSRP Chief Michael Hope noted that the July 8, 2020, minutes from the West Shore Regional Police Commission meeting had been provided. Council had no comment. Mr. Deklinski thanked WSRP for their continuing service.

Borough Manager/Secretary

Council accepted the Borough Manager's monthly report, which was emailed earlier, with no questions.

Borough Treasurer

Treasurer Ealer presented the monthly Treasurer's report

ACTION: On motion made by Ms. Stuski and seconded by Mr. Deklinski, Council unanimously accepted the July Treasurer's report and ordered it to be filed for audit.

Borough Solicitor

Attorney Salzmann noted that his firm had completed negotiations with Rettew Associates for a Professional Services Agreement (PSA) covering consulting engineering and related services. The contract would become effective upon execution through December 31, 2020, with built-in 12-month renewals.

ACTION: On motion made by Mr. Deklinski and seconded by Ms. Stuart, Council unanimously voted to accept the PSA with Rettew Associates and authorized President Martini to execute the original contract documents to install Rettew Associates as the Engineer of Record for the Borough.

In addition, he noted that the Borough is being called on to do more Codes and zoning enforcement than in previous years. Having the Manager also serve as an independent Zoning Officer could potentially lead to conflicts of interest. He recommended that Council explore the possibility of hiring part-time staff. The Administrative Committee Chair agreed to consider this and assess the financial impact. It was noted that the engineers may be able to provide additional services.

Borough Engineer

The Borough Engineer was not present but Manager Ealer reported that Rettew is transferring information (to assure continuity) from the previous engineers. The Woods at Waterford project is complete and final inspection is imminent. The project road will remain a private road. The blank MS4 2020 report was received

from the PA Department of Environmental Protection and will be forwarded to Rettew for completion.

COUNCIL PRESIDENT’S REPORT

Mr. Martini reported that the Commonwealth’s Dept. of Community and Economic Development awarded \$25,000 from the Strategic Management Planning Program (STMP) to support the development of a strategic plan. Mr. Martini thanked Manager Ealer and Ms. Stuart for their work to prepare and secure the grant.

COUNCIL VICE-PRESIDENT’S REPORT

ACTION: On motion made by Mr. Hawbecker and seconded by Ms. Stuski, Council unanimously approved the distribution of funds as follows (as evidenced by the check registers dated from 7/14 to 8/10/20).

<u>Accounts</u>	<u>Number of Checks</u>	<u>Distribution Summary</u>
General Fund	42	\$ 48,297.22
Fire Tax Fund	4	\$ 41,428.43
<u>Sewer Fund</u>	<u>28</u>	<u>\$ 18,111.64</u>
		\$ 107,837.29

It was noted that some funds are still being transferred into the new accounts.

MAYOR’S REPORT

No report.

COMMITTEE REPORTS

Administrative Committee

ACTION: On motion made by Mr. Hawbecker, seconded by Mr. Deklinski, the effective date of the new Personnel Policies was changed from August 1 to September 1, 2020.

Minor revisions were made (specifically typographical errors and job description updates). The final Personnel Policies will now go into effect September 1, 2020. The Manager will review the final document with staff.

The Admin Committee met July 28, 2020, to review and approve minor changes to the annual budget.

Parks, Public Lands and Recreation Committee, COG

Ms. Stuski reported that, owing to the Governor’s order to suspend sports, it is unlikely that the ball fields will be used this year.

Parks and Recreation Committee has been working remotely on a list of services available to residents, which will be completed soon and provided to the Borough Manager for the website. The Halloween party is still open but may be cancelled.

The Capital Region Council of Governments (CapCOG) held its first in-person meeting (since February) on July 20, 2020, at the Hampden Township Rec Center Building (to allow for social distancing). Ms. Stuart and Ms. Stuski attended and relayed Council's concerns regarding officers' access to the Cumberland County booking center to Commissioner Vince DeFilippo and State Senator Mike Regan, who both indicated support for a safer arrest process. Council's letter had been sent July 17, 2020.

Planning Commission and Streets, Sanitary/Highway Committee

Mr. Deklinski reported that he and the Works staff are preparing to repaint crosswalks and no-parking areas. He is looking at inlets on Ferry, Locust and Market streets.

Service/Property Committee

ACTION: On motion made by Mr. Kahler and seconded by Ms. Stuski, Council unanimously approved the adoption of the Specifications, Proposal and Contract for 2021 Municipal Solid Waste Hauling and Recycling Services, effective September 1, 2020, which will be used to seek bids. Response to bid call are required by October 2, 2020.

Codes Enforcement, Zoning, Sidewalks and Shade Trees Committee

Ms. Stuart reported letters continue to be sent and each situation is being worked.

Public Safety Committee

Mr. Deklinski reported that there was a successful joint effort between WSRP and West Shore Bureau of Fire to fight the recent fire in the 700 block of North Front Street.

NEW BUSINESS

There was no new business.

OLD BUSINESS

Manager Ealer is expecting an application for the Zoning Hearing Board.

EXECUTIVE SESSION

Council excused public guests and held executive session to discuss potential litigation. No votes were taken.

ADJOURNMENT

ACTION: On motion made by Mr. Martini, Council meeting adjourned at 8:40 p.m.

Respectfully submitted,

**Sue Stuart, Council Member
Acting Recording Secretary**

**Deborah Ealer
Borough Manager**

**BOROUGH OF WORMLEYSBURG
20 MARKET STREET • WORMLEYSBURG, PA 17043**