

MEETING OF THE MOUNT PENN BOROUGH COUNCIL
August 29, 2023

The Mount Penn Borough Council met in a Business Meeting on August 29, 2023. President Goodman brought the meeting to order at 7:30PM and led the Pledge of Allegiance. Responding to roll call were, President Troy Goodman and Council Members: Rick Lombardo, Jim Cocuzza, Roger Stief, Christine Dise and Michael Kindlick. Also in attendance were Mayor Ryan Maurer, Solicitor Tom Klonis, Engineer Ty Leinneweber, Police Chief Ray Serafin and Christeena Hauck.

President Goodman read a letter from Mount Penn Fire Company notifying Mount Penn Borough Council of the passing of Dennis Swartz, Sr, on August 25, 2023. Mr. Swartz's service to the Fire Company, Mount Penn Borough Council, Mount Penn Municipal Authority were noted. His dedication to the community of Mount Penn was commended. A moment of silence was held in his honor.

IV. AUDIENCE PARTICIPATION:

- A. Charlie Miller, 2448 Grandview Ave thanked Adam Bender, Codes personnel for his assistance in getting the rear of Fairview properties trimmed on Grandview Ave.

V. ENGINEERING-Ty Leinneweber

1. Reviewed letter from Construction Master Services regarding stream bank restoration/erosion. Upon review of plans and inspection reports the stream was constructed according to the plans. The area of erosion did not have stone. This requires no action of Council.
2. The letter sent to Antietam School District regarding moving forward with the Special Exception was discussed. A second letter of violation was sent to Antietam SD requesting occupancy numbers. This letter was promptly answered. Discussion continued regarding the previous zoning hearing board decision for the Primary Center. A plan of action was requested from the School District outlining the parking plans and the security for Trinity Lutheran. Appropriate signage and pavement markings will be taken care of by the Street Crew. A Notice of Violation will be issued from the Zoning Officer to the district requesting the proper step be taken for zoning relief and will also include the issues of parking for student and teacher parking in the designated lot on 23rd St. A letter will be sent to the ZHB to request post crisis Trinity Lutheran will revert to its original use of a church only.
Mr. Stief expressed his disappointment at the last school board meeting for the blame being placed on Mount Penn Borough Council for the lack of communication and effort.
3. ADA Ramps/curbs-waiting for document with original seal for bid bond. Motioned by Rick Lombardo, seconded by Roger Steif to authorize the execution for the contract of the ADA Ramps/Curbs subject to receipt of the bid bond with the appropriate corporate seal. The motion carried unanimously.
4. Bid Opening for the 2023 Paving- Oak Terrace, Philmay Terrace, Grant St and Hollywood Ct. Bid received from CMS, H&K, Slouch. Oak Terrace will be eliminated for 2023. \$117,809.30 bid from CMS was the lowest.
Motion to authorize the engineer to move forward with the lowest bidder and documentation gathering made by Roger Stief, seconded by Rick Lombardo. The motion carried unanimously.

5. The Multimodal Transportation Grant submitted was reduced to \$653,716.00 to meet the contingency. Decisions are expected to be made by the November CFA Board meeting.
6. LSA Grant available Sept 1st. \$25,000-1,000,000.00 available. November 3, 2023 is the submittal deadline. Applications can be submitted for any project that improves the quality of life of the community. After discussion, Rick Lombardo made the motion to apply for the LSA Grant for the full 1,000,000.00 for both streets and curb replacement, seconded by Roger Stief. The motion carried unanimously.

VI. STREETS-Rick Lombardo

1. Rick Lombardo made the motion to approve the re-keying of the municipal building doors at a cost of \$615.00, seconded by Jim Cocuzza. The motion carried unanimously. All three doors will unlock with the same key. Keys are numbered and will need to be signed out.
2. Dave Okonski reported the new meeting room door was installed. The weather stripping and painting needs to be completed.
3. Dave Okonski reported the costs for the changes for the school signs will be \$6,700.00. Time and material are being tracked.
4. The insurance check for the damage to 23rd and Perkiomen triangle was received in the amount of \$27,333.00. The repairs include landscaping and signage and the new flag and pole. Discussion continued regarding a 3'high cement barrier. After discussion, it was determined there will be no barrier installed.

VII. ACTION ITEMS FOR APPROVAL

1. Minutes: Tabled
2. Finance Report: Tabled
3. Payment of Bills: Tabled
4. Motioned by Roger Steif, seconded by Christine Dise to table the July Minutes, Financial Report and the July Bills. All were in favor.
5. Roger Steif made the motion to accept the resignation of Joseph Cunliffe, seconded by Rick Lombardo. All were in favor.
6. Troy Goodman reported he received a letter of interest for the vacancy on council from Jason (Tuan) Doung. Roger Steif made the motion to appoint Jason (Tuan) Doung to fill the vacancy, seconded by Jim Cocuzza. The motion carried unanimously. Mr. Doung was sworn in by Mayor Maurer and took his seat at the table.

VIII. LIASION REPORTS

A. Fire Company(Rick Lombardo)

1. Borough and Fire Company working together to get the money released for the fire company renovation grant. These funds are needed to pay the contractor.

B. MPBMA

1. Christeena Hauck reported at the last meeting the board approved sharing the cost of the panic buttons for both Borough and Water Offices.

C. AVMA (Troy Goodman)

1. Rick Lombardo reported Troy Goodman submitted a letter of resignation from the board of directors of AVMA effective August 18, 2023.
- 2.

D. **Planning Commission** (James Cocuzza)-No Report.

E. **Police Commission** (Ryan Maurer)

1. Commission meets September 7, 2023 tentatively.
2. Chief Serafin reported he is keeping an eye on the parent traffic at the Primary Center during drop-off and pick-up.

IX. COUNCIL PRESIDENT REPORTS (Troy Goodman)-No Report

X. COMMITTEE REPORTS

A. **Parks and Buildings** (Troy Goodman) No Report.

B. **Solid Waste and Public Utilities** (Christine Dise)

1. Solid Waste Bids will be advertised on PennBid. After discussion, Rick Lombardo made the motion to advertise the bid opening for October 17, 2023 at noon, seconded by Jim Cocuzza. The motion carried unanimously.
2. Motion to approve the Engineers changes to the bid forms, moved by Roger Steif, seconded by Jim Cocuzza. The motion carried unanimously.
3. Christine Dise made the motion to change and advertise the date of the Workshop Meeting to October 17, 2023 and the Business Meeting to October 24, 2023, seconded by Rick Lombardo. The motion carried unanimously.

C. **Insurance/ Pension** (James Cocuzza)-No Report.

D. **Personnel** (Roger Steif)

1. Roger Steif informed Council of the resignation for Acuzenza Mercado effective immediately.
2. Michael Kindlick reported he and Roger Steif will be meeting with the temporary professional employment service Robert Half on Friday, September 1st to begin the process of hiring an employee to fill this position. Possibly to look for a Borough Manager.
After discussion, Rick Lombardo made the motion to execute a contract with Robert Half to hire a temporary employee at a cost not to exceed \$15,000.00 for a three-month time period, seconded by Jim Cocuzza. The motion carried unanimously.

E. **Codes** (Rick Lombardo)-No Report.

F. **Finance** (Troy Goodman, Roger Steif, Ryan Maurer)-The accountant is working to get Quickbooks up to date. Troy Goodman and Ryan Maurer will meet with her this week.

XI. OTHER REPORTS

A. **Mayor** (Ryan Maurer)-No Report.

B. **Police Report** (Chief Serafin)- Chief Serafin asked Council to consider the Safety Net Sanctuary contract for the 2024 year. There is currently no animal control for the Borough. This will be included in the 2024 Budget.

C. **Solicitor** (Tom Klonis)-No Report.

D. **Secretary**-No Report.

XII. ORDINANCES

1. **Ordinance # 885**-Establishing One Way Streets on Cumberland and Grant for school traffic- Moved by Roger Steif, seconded by Tuan Doung. The motion carried unanimously.
2. **Ordinance #886**- Establishing No Parking Zones on the South side of Grant Street, the West side of Beech St and the East side of Beech Street during school hours. Motioned By Tuan Doung, seconded by Jim Cocuzza. The motion carried unanimously.

XIII. RESOLUTIONS-None**XIV. OLD BUSINESS**

1. **Hometown Hero**-Roger Stief reported he is working on the Hometown Hero program and will report more later.
2. **Newsletter**-Roger Steif reported the newsletter is currently in the design process and should be reading for mailing late September or early October.
3. **DCED Merger**-Don Pottiger is working with DCED on a meeting date for an evening presentation.
4. **Block Party**-Christine Dise reported there are 66 vendors signed up. A band is scheduled. The proceeds of the dunk tank will be donated to the Mount Penn First Responders for the flood damage to equipment.

XV. NEW BUSINESS-None.

XVI. EXECUTIVE SESSION-President Goodman asked for an Executive Session at 9:21PM to discuss personnel, Regular Session resumed at 9:42 PM. The following motions were made:

Roger Steif made the motion to increase the pay rate of Elva Luz by \$2.00 effective the next pay period, seconded by Jim Cocuzza. The motion carried unanimously.

Rick Lombardo made the motion to purchase a desk scanner for the office at a cost not to exceed \$350.00, seconded by Jim Cocuzza. The motion carried.

Roger Steif voted no.

XVII. ADJOURNMENT

Roger Stief made the motion for adjournment at 9:44 PM, seconded by Jim Cocuzza. The motion carried unanimously.

The next Business Meeting is scheduled for Thursday, September 26, 2023 at 7:30 PM.

Respectfully Submitted,
Christeena Hauck