

Abbottstown Borough Council Meeting May 17, 2018

CALL TO ORDER: 7:00 p.m.

ROLL CALL:

Laura Baker, Dennis Posey, Dale Reichert, Daniel Watkins, April Trivitt.
Also in attendance: Mayor Duane Watson; Engineer Chad Clabaugh;
Administrator/Secretary/Treasurer, David W. Bolton.

PLEDGE OF ALLEGIANCE

ANNOUNCEMENTS:

-- An Executive Session was held at 8:35 pm on April 19th for Solicitor to comment and advise Council on legal matters, during which the Solicitor left, and Council continued to discuss Personnel matters.

-- An Executive Session was held at 6:05 pm to 6:30 pm on May 17th for Council to discuss Personnel matters.

OLD BUSINESS:

Motion made by Laura Baker to accept the resignation of Guy Beneventano as Borough Solicitor; 2nd by Dan Watkins; Motion carried, 5 Ayes.

GUESTS:

Raymond Gouker – founder of Community Media of S.C. PA
Adam Boyer – Solicitor candidate

Mr. Gouker gave a presentation on the recent Comcast decision to no longer fund PEG station and discussed future funding options.

PUBLIC COMMENT:

Mr. Adam Boyer introduced himself as a Solicitor candidate.

APPROVAL OF MINUTES:

Motion made by Dan Watkins to accept the minutes of April 19th, 2018; 2nd by Dale Reichert; Motion carried, 4 Ayes, 1 Nay (Trivitt opposed because she was not here at that meeting).

REPORTS:

TREASURER:

Council reviewed the financial documents and prepared bills; Mr. Bolton answered questions concerning specifics. A bank audit was also presented, which was thoroughly reviewed by Mrs. Trivitt.

Motion made by April Trivitt to accept the Treasurer's Report thru April 30, 2018; 2nd by Dan Watkins; Motion carried, 5 Ayes.

Motion made by April Trivitt to approve paying the bills as presented, including \$3,641.47 in invoices from Guy Beneventano just prior to the meeting; 2nd by Dale Reichert; Motion carried, 5 Ayes.

ADMINISTRATOR – David W. Bolton updated Council on the following activity:

- PennDOT Liquid Fuels Audit: reported balances are accurate.
- PennDOT: Repaving of Rt. 194/Bridge; requested additions to project.
- PennDOT: Preliminary approval of additions (Brough/Water intersection).
- PA DEP: Municipal Recycling Program Performance Grant application.
- Borough road conditions map: to be discussed w/ Committee for future.
- Pending Items since 10/26/17: 12/21 issues resolved.
- Permit fees: Analyzing with Comm. Quality and COG Collaborative Comm.
- Comm. Quality: County Resolution on Construction Permit process.
- Quality/Eicholtz contract: Corrected errors in initial invoice with their staff.
- Destination Gettysburg: Power of Tourism invitation; AC Pour Tour.
- E-Cycling: Next event June 16th at Cumberland Twp. Building 9am-Noon.
- AC Coordinating Committee: May 21st 10-11:30am Gettysburg Borough.
- PA DEP: Approval of E-Cycling collection event June 16th.
- Approval to use funds budgeted in 409,370 to professionally clean floors.
Mr. Bolton was directed to get quotes and inform President Posey before booking a date for services.
- Final Audit Invoice: \$7,200. \$10k budgeted. \$2,800 remaining.

ENGINEER – Chad Clabaugh: Updated Council on Storm sewer project.

Motion to approve the application for payment to AMS, LLC for the crack sealing project in the amount of \$8,588.13 made by Laura Baker; 2nd by Dan Watkins; Motion passed, 5 Ayes.

Motion to approve the Contract Change Order for the addition of the cistern abandonments in the amount of \$9,849.00 made by Laura Baker; 2nd by Dale Reichert; Motion passed, 5 Ayes.

Total of the project is budgeted at \$77,249 with change order approved. Chad also informed Council of the decision from previous meeting when he was absent; developers should repave Kinneman Road as utilities will be moved/run. All of Chad's time on this project will be billed to the developers directly and not to the Borough.

SOLICITOR – Personnel Committee met with candidates for Solicitor on April 30th. Discussion ensued on their recommendations.

Motion to appoint Tim Shultis as Abbottstown Borough Solicitor through December 31, 2018 made by Dan Watkins; 2nd by Laura Baker; Motion passed, 5 Ayes.

Mr. Bolton was directed to notify Mr. Shultis of the decision and to provide him with any/all documents he may need to get him “up to speed” on current Borough issues and to arrange coordination of Mr. Shultis and Mr. Graham (Code Enforcement) and was asked to send letters thanking other candidates.

COMMITTEES and ORGANIZATIONS:

Abbottstown-Paradise Joint Sewer Authority – April Trivitt

Adams County Boroughs Assoc. – April Trivitt: Meeting Mon, May 21st at 6:15 pm

Adams County Council of Governments – David W. Bolton: Meeting 5/24 @ 8:30 am.
Legislative Committee: No meeting, Election Day.
County Collaboration meeting 5/26 @ 8 am.
County Coordinating Committee 5/21 @ 10am.

East Berlin Area Community Center – Craig Peterson

Finance and Budget – Council/Mayor: Consider adjusting budget for Solicitor fees (2018).

Parks and Recreation – Laura Baker: New form completed; plans for park from Engineer.

Pennsylvania State Association of Boroughs – April Trivitt: Annual Conference June 9th-13th.
Need cover for office on Wednesday, June 13th from 10am to 2pm.
Mr. Bolton was instructed to close the office for that day.

Sidewalks & Streets Committee – Dale Reichert

York Adams Tax Bureau/ACTCC – Craig Peterson

CORRESPONDENCE: Several in Binder, to include:

CODE ENFORCEMENT/ZONING OFFICER:

- Building Permit/Inspection Report – April 2018 report
- Codes Enforcement Report – April 2018 report
- Enforcement Strategy/Discussions included in Binder

PENNSYLVANIA STATE POLICE:

- April 2018 report

UNITED HOOK AND LADDER COMPANY #33:

- April 2018 report

ADAMS REGIONAL EMS:

- April 2018 report

NEW BUSINESS: Community Media funding request: Council discussed approving CM as the PEG station for Abbottstown and funding options for County PEG channel.

Motion to approve Comcast Agreement Amendment designating Community Media as the official PEG station for Abbottstown Borough and authorizing .75% PEG Fee made by Dan Watkins; 2nd by Dale Reichert; Motion passed, 4 Ayes, 1 Nay (Trivitt).

Motion to approve Res. 2018-06: quarterly donations to Community Media from Comcast Franchise Fees in the amount of 1% of the 5% collected by Abbottstown Borough (20% of total fees) made by Dale Reichert; 2nd by Dan Watkins; Motion passed, 4 Ayes, 1 Nay (Trivitt).

Motion to approve Res. 2018-07: requesting Comcast provide consistent channel for Community Media across Adams County (Ch 12) and to provide program listings in the on-air guide for the station made by Dan Watkins; 2nd by Laura Baker; Motion passed, 5 Ayes.

Mr. Gouker and Mrs. Baker discussed having a show to promote the Park Improvement Plans, and Mr. Watkins suggested a show on Constables. Mr. Gouker is open to do either or both shows when the parties are available to come to the station.

PUBLIC COMMENT – None

FOR THE GOOD OF THE ORDER:

- Councilor Laura Baker – Discussed the need for curb painting. Curbs need to be cleaned first but power washer equipment is needed. Mr. Reichert will see if fire company will use truck to do this for a small donation. Cameras are needed in park area. Mr. Bolton will contact Law Security for quotes and advise Council. Wireless system may also be of interest. Updated Council on the Center Square planters and flowers for the year.
- Councilor April Trivitt – Asked several questions about Mr. Bolton:
 - 1.) Email distributions; why do Pres and VP get more emails, why not send everything to everybody? Mrs. Trivitt thinks everybody should receive everything the Pres and VP get. Mr. Watkins states he does not want every email, only what is important for him. Mrs. Baker agrees; she only wants what pertains to her. Mrs. Trivitt changes her mind and does not want all emails.
 - 2.) When answering emails, she would like to see shorter answers to questions, and not to give too much info to those requesting.
 - 3.) Are the bound minute books ready? What goes into the books? Conversation ensued about these procedures.
 - 4.) What is Mr. Bolton's current title? Municipal Administrator, Secretary, Treasurer, Open Records Officer is answered. Is

Municipal Administrator acceptable in Borough Code? Yes, information was given to Pres. Posey and Council prior to the appointment to the position, which allows Mr. Bolton to represent the Borough on several committees. Question is why so many titles? Mr. Watkins answers that Mr. Bolton wears many different hats, and signs various forms accordingly.

- 5.) Why is there a picture of Mr. Bolton in his email title block? Since everyone on Council and Mayor also represent the Borough, why should Mr. Bolton's picture be in his emails? Pres. Posey, VP Reichert and Mr. Watkins all answer simultaneously that the picture creates a professional image for the borough. Question is posed whether Mrs. Trivitt would like her name or picture to appear in the Administrator's title block for outgoing emails; she states suggestions of a group picture, a picture of the borough building, or the park might be better. Others agree that, if Mr. Bolton is representing the borough within the county, it is good to have his title block set up as such so that he is recognized when attending meetings, and that since he is the one answering the emails, it makes sense to have his information in the title block.
- Councilor Daniel Watkins – Inquired if Borough Building Wi-Fi is password Protected; it is. There have been teens at the ballfields drinking and disregarding his authority as State Constable when he gave them warnings. Also noted that Mayor Watson should be involved in Code Enforcement issues and get reports.
 - Administrator David Bolton – Articles needed for Newsletter ASAP.
 - Mayor Duane Watson – Nothing further.
 - Council Vice President Dale Reichert –Nothing further.
 - Council President Dennis Posey – Nothing further.

ANNOUNCEMENTS – Next Council meeting is June 21st, 2018 at 7:00 p.m.

Motion made by Dan Watkins to adjourn at 8:49 pm; 2nd by Laura Baker; Motion approved, 5 Ayes.