

Abbottstown Borough Council Meeting

May 16, 2019 7PM

CALL TO ORDER: 7:00 p.m.

PLEDGE OF ALLEGIANCE: Led by President Dennis Posey

ROLL CALL: Laura Baker, Dale Reichert, April O'Brien, Dennis Posey, Daniel Watkins.
Also in attendance: Mayor Duane Watson; Administrator/Secretary/Treasurer, David Bolton, MBA, CBO; Solicitor, Tim Shultis. Engineer, Chad Clabaugh was excused.

ANNOUNCEMENTS:

GUESTS: Barb Harman, Adams County Sheriff's Dept, Deputy Phil Frank Anderson, 28 S. German Street, Abbottstown
Jim Hale, Gettysburg

PUBLIC COMMENT: Ms. Harman discussed the Deputy Phil program provides a moral compass for kids, teaches safety and anti-bullying. App downloads are available and coloring books. Littlestown and Carroll Valley currently using program. Ads are available to support program.

APPROVAL OF MINUTES: *Motion made by Dale Reichert to accept the minutes of April 18; 2nd by April O'Brien; Motion carried, 5 Ayes.*

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 Ms. O'Brien.

Motion made by April O'Brien to accept the Treasurer's Report through April 30, 2019; 2nd by Laura Baker; Motion carried, 5 Ayes.

Motion made by Dan Watkins to approve paying the bills as presented; 2nd by Dale Reichert; Motion carried, 5 Ayes.

ADMINISTRATOR – David W. Bolton, MBA, CBO, updated Council on the following:

- ⇒ Abbottstown will receive three awards at the PSAB Annual Conference in the Borough News Communications Contest (2nd place – Social Media, 3rd place – Newsletter, 3rd place – Website). Councilor O'Brien will join me at Awards Luncheon to receive the awards on June 11th in Hershey.
- ⇒ Notice from YATB concerning double deposits. No problems here.
- ⇒ Correspondences from the Moore case. To date, \$6,600 collected, \$17,925 due. Payment due May 12th past due for \$2000. Receipts given per request.

- ⇒ YATB Open House/Information Session attended on May 2nd in Gettysburg.
- ⇒ RCT-900 Tax Filing completed to Auditor General's office.
- ⇒ PIRMA Liability coverages renewed, slight increase (\$200); accidents (prop/equip).
- ⇒ 1st quarter taxes and UC reports submitted by April 30th deadline.
- ⇒ Request to put live Facebook timeline stream on website delayed; platform issues.
- ⇒ Notice from Judge George, relinquished appointment for Constable Watkins, Jr.
- ⇒ Social Media policy shared with Montrose Borough via LinkedIn post.
- ⇒ Attended the 2019 PA Ambulance Reimbursement Conference in Gettysburg as a speaker for the PSAB (PSATS, CCAP directors). UH&L in attendance.
- ⇒ Borough voting delegates for PSAB Annual Conference (myself, O'Brien as alternate).
- ⇒ Codification process; continuing to work with Mr. Shultis; updates in his report.
- ⇒ Ordinance establishing Police Department forwarded to Mr. Shultis; update/his report.
- ⇒ Forwarded copy of Municipal Audit to ACNB per loan agreement.
- ⇒ Personal day on Wednesday, May 22nd (office closed, day after election).
- ⇒ Witnessed President Posey's signatures on 3 copies of Contract #2 PPP.
- ⇒ PSAB Complete Streets course taken on May 14th in Gburg; notes available.
- ⇒ Borough Highway Marker erected at front of building (Councilor Baker, Buzz, Zane Anderson); pictures sent to PA Highway Marker group. Thank you letters sent to all.
- ⇒ President Posey installed electricity in concession stand; waiting on meter install.
- ⇒ PSAB Resolutions: Right-To-Know/Open Records; 12 others have joined. UCC TPA opposition – Steering Committee accepted late submission and recommend approval, Littlestown and Bendersville joined. Updates from Annual Conference next meeting.
- ⇒ Preliminary Cost Analysis for items needed to establish Police Dept. (informational)
- ⇒ Authorization to acquire carpet cleaning services for Municipal Office after election.

Motion made by Dan Watkins to approve carpet cleaning services after election, not to exceed \$250; 2nd by Dale Reichert; Motion carried, 5 Ayes.

- ⇒ Christian Harris, Abbottstown resident and West Chester grad (MPA) would like to do an unpaid internship through July in the Borough Office to gain experience. If considered, he would need to fill out a non-disclosure form and volunteer forms.

Motion made by Laura Baker to approve unpaid internship for Christian Harris through July 2019 under the direction of Mr. Bolton; 2nd by Dan Watkins; Motion carried, 5 Ayes.

- ⇒ COG Comcast Negotiation meeting with Sam Wiser (May 6th). Information presented for the four municipalities already committed. New Oxford and Abbottstown to decide on participation with Salzmans Hughes. Ceiling quote of \$6000 total shared between all. Billing based on total participants (\$1200 for 5, \$1000 for 6). Gettysburg may or may not enter into group. After the meeting, I would recommend joining the group.

Motion made by Laura Baker to approve joining the COG/Comcast group under Sam Wiser and Salzmans Hughes to negotiate the Comcast

Agreement for 2020; 2nd by Dale Reichert; Motion carried, 5 Ayes.

SOLICITOR – Tim Shultis -- Updates on the Moore Case. No response from atty.

-- The Residence: May not be able to collaborate with developer, may have to bid out just our part of the roadwork. Council directs Mr. Clabaugh to get “before” photos of current road conditions prior to construction. Possible for Berwick and Abbottstown to bid out and complete roadwork together after developer. Council directs Mr. Bolton to reach out to officials at Berwick to discuss possible joint effort.

-- Codification: Work still pending, Mr. Shultis conferring with General Code for some clarifications. Council directs Mr. Bolton to send the link to the eCodes to them for review prior to vote on codification.

-- Constable Agreement with Mr. Watkins: Ethics Commission decision – Mr. Watkins cannot collect compensation for constable work in the borough while serving on Council.

ENGINEER – Chad Clabaugh Excused for family matters.

CODE ENFORCEMENT -- **Reports in binder.** Mr. Bolton has been fielding complaints from the community and Council members on enforcement issues. He meets with Mr. Graham every Wednesday to discuss and enforcement is completed same day. Please make sure all issues are brought to Mr. Bolton’s attention prior to Wednesdays, preferably by email.

COMMITTEES and ORGANIZATIONS:

Parks and Recreation – Need an atty to review non-profit paperwork (state corporation filings). Grants cannot be collected by non-profits; must be applied for through borough. Suggests starting this Fall with matching funds from non-profit. AbbottstownPark.org is the new website and will soon have a Facebook page. Planting will occur after rain.

Personnel Committee – After interviews, committee recommends hiring of Raeanne Stumpf for Part-time seasonal laborer.

Motion made by Dale Reichert to hire Raeanne Stumpf for PT Summer Labor at the rate of \$10/hr for no more than 10-15 hrs/week through October 31, 2019 (same as Lawn Care date) 24 weeks, \$3,600 budget; 2nd by April O’Brien; Motion carried, 5 Ayes.

CORRESPONDENCE – Reports were available in binder from Code Enforcement, PSP, United Hook & Ladder, Adams Regional EMS. Vice-President Reichert also reports that June 1st is the date for enactment with UH&L and Hampton Fire Departments merger.

OLD BUSINESS – None

NEW BUSINESS – Consideration of Resolution 2019-03, establishing limits to cash receipts collected at the Municipal Office.

Motion made by Laura Baker to adopt Res. 2019-03 as presented; 2nd by Dale Reichert; Motion carried, 5 Ayes.

Consideration of Resolution 2019-04, establishing rules of use for recording devices within the Municipal Building.

Motion made by April O'Brien to adopt Res. 2019-04 as presented; 2nd by Dale Reichert; Motion carried, 5 Ayes.

Consideration of Ordinance 2019-01, establishing a Municipal Police Department for the Borough of Abbottstown.

Motion made by April O'Brien to approve advertisement of Ordinance 2019-01 as presented with adoption scheduled for June 20th meeting; 2nd by Dan Watkins; Motion carried, 5 Ayes.

PUBLIC COMMENT – Jim Hale of the Gettysburg Times said the new “Neighborhoods” section will be published this weekend, featuring Abbottstown.

FOR THE GOOD OF THE ORDER:

- Councilor Laura Baker – Asked that the Council President not authorize any work done in the park without her knowledge. President Posey had requested the lawn care company trim the bottom tree branches to 14' clearance for trucks and buses, which Mr. Bolton directed DAS to do.
- Councilor April Trivitt – Nothing further.
- Councilor Daniel Watkins – Nothing further.
- Administrator David Bolton – Performance review due next meeting.
- Mayor Duane Watson – Nothing further.
- Council Vice President Dale Reichert – Nothing further.
- Council President Dennis Posey – Thanks to all who helped put up the highway marker. Meter needed for electric at park. Teams may help compensate borough for electric use on that meter.

ANNOUNCEMENTS – Next Council meeting is June 20th at 7 pm.

Motion made by Dan Watkins to adjourn at 8:25 pm; 2nd by Dale Reichert; Motion carried, 5 Ayes.