

**MINUTES OF NEW SALEM BOROUGH
COUNCIL MEETING
July 7, 2020**

The New Salem Borough Council met in Regular Session on Tuesday, July 7, 2020. President Mundorf led those in attendance with a Pledge to the Flag. The meeting was called to order at 7:00 PM.

BOROUGH COUNCIL PRESENT:

Kim E. Martin
Edward R. Mundorf
Harvey E. Thumma Jr
William Baldauf

ALSO PRESENT:

Andrew N. Shaffer, Secretary
D. Michael Craley, Solicitor
Clarence R Lloyd, Mayor

BOROUGH COUNCIL ABSENT:

Cecilia Harvey
Susan P. Barley
Peter E. Partridge

ALSO ABSENT:

Jeff Spangler, Holley & Associates

Public Comment / Visitors

No additional public comment at this time.

Approval of Minutes

June 2020

The Minutes of the Regular Council Meeting held June 3, 2020 were presented to Council for their review. Kim E. Martin, made a motion, seconded by, Harvey E. Thumma Jr to approve the minutes as presented. Motion Carried.

Police Report

No report was provided. Council asked that Secretary Shaffer request a quarterly report.

Engineer's Report

While Engineer Spangler did not have anything additional to report, a discussion took place at this time regarding curb replacement within Sherwood Forest. Secretary Shaffer will contact Engineer Spangler to develop a comprehensive plan of replacement. Additionally, at this time, Council determined to pursue a vertical curb installation.

While not specifically relating to engineering services, a conversation occurred relating to the delinquent amounts owed by property owners for sewer services. Secretary Shaffer previously mailed letters to all delinquent owners and will follow up with a second letter after verifying the owner's information. A disconnect occurs as York Water services are not lienable, but sewer service that is billed through York Water on behalf of the Borough is lienable. If a property is sold and York Water does not provide final sewer billing figures, the account goes dormant and most likely not collectible. Secretary Shaffer offered sewer billing services from the Borough of Spring Grove. Kim E. Martin, made a motion, seconded by William Baldauf, to request a proposal from the Borough of Spring Grove for quarterly sewer billing services. Motion Carried.

Solicitor's Report

Nothing additional at this time.

Unfinished Business

New Business

Borough Building

William Baldauf, made a motion, seconded by Harvey E. Thumma Jr to change all locks on the Borough Building and maintain a record of all keys. Motion Carried.

Unlicensed Vehicles

Harvey E. Thumma Jr requested notification be placed on the website regarding operation of unlicensed vehicles on Borough streets.

Parking on Robin Hood

Edward R. Mundorf expressed concern with parking along Robin Hood Drive near SR 616. Contractors working on the Dollar General have been parking along Robin Hood Drive creating a hazard for motorists turning off SR 616 onto Robin Hood Drive. Council asked that either no parking signs be installed, or a yellow line be painted along Robin Hood Drive.

Fire Company Updates

Chief informed Council that the department has purchased an used engine from Cecile County, Maryland. The engine will be updated and outfitted before placed in service. Additionally, Chief asked that Council investigate speed concerns in the alley (Forry Street) behind the Fire Company.

Financial Statement

Period Ending June 30, 2020

Harvey E. Thumma Jr, made a motion, seconded by William Baldauf to approve the financial statement as presented. Motion Carried.

General Fund

| | |
|------------------------------|---------------------|
| Peoples Bank Savings Account | \$123,038.10 |
| PLGIT Checking Account | <u>\$134,382.17</u> |
| Total General Fund | \$257,420.27 |

Highway Aid Fund

| | |
|------------------------|--------------|
| PLGIT Checking Account | \$ 40,759.86 |
|------------------------|--------------|

Sewer Fund

| | |
|-------------------------------|---------------------|
| PLGIT Sewer Construction Fund | \$ 32,598.63 |
| Peoples Bank Sewer Fund | <u>\$139,229.97</u> |
| Total Sewer Fund | \$171,828.60 |

Correspondence and Reports

Secretary's Report

Radar Speed Signs

Secretary Shaffer provided reports for the period of June 9 to June 30 for the radar speed signs located along Robin Hood Drive. The data compared information while the sign was in stealth mode and driver feedback mode. A small decrease was noted. Council asked that the sign facing north be relocated closer to the intersection of Robin Hood Drive and Little John Drive.

Mid-Year Financial Report

Secretary Shaffer provided a mid-year budget versus actual financial report for each fund. Council had no additional comments.

Zoning & Code Officer

Zoning Officer McLucas provided reports for the month of June. Council asked for a detailed report on the status of the outstanding and closed code violations.

Mayor's Report

Mayor Lloyd also expressed concern with speeding on Forry Street behind the Fire Company. A discussion occurred regarding possible traffic calming measures, including speed tables, stop signs, vacating a portion of Forry Street, and other signage. Harvey E. Thumma Jr, made a motion, seconded by, William Baldauf, to authorize Solicitor Craley to investigate the possibility of vacating a portion of Forry Street. Motion Carried.

Mayor Lloyd requested Council consider assisting the Fire Company in the purchase of the electronic message board. Secretary Shaffer will have prices for the August meeting.

Committee Reports

None

Around the Table

Kim E. Martin asked that items remain on the agenda that are unfinished or unresolved.

Kim E. Martin also questioned the status of mailboxes along Main and George Streets. Secretary Shaffer will communicate with Zoning Officer McLucas regarding any newly placed mailboxes. Before the next meeting, Kim E. Martin, will create a list of all mailboxes along Main and George Streets.

Hearing no further business, the meeting was adjourned at 8:46 PM until the next Council Meeting on July 7, 2020 at 7:00 P.M.

Respectfully submitted, Andrew N. Shaffer, Secretary