

MINUTES OF THE NEW SALEM BOROUGH COUNCIL MEETING

March 3, 2026 at 80 N. Water Street, York New Salem, PA

The Council meeting of New Salem Borough Council was called to order at 7:00 PM with Vice President Baldauf presiding followed by silent prayer and pledge to the flag.

In attendance were Council Members **William Baldauf, Peter Partridge, Sue Becker, George Donavos, Joseph Shubert and Michael Messinger**. Others in attendance were **Solicitor Courtney Buechler, Secretary Judy Albright, Police Chief David Lash, Engineer David Lipinski and Mayor Bob Boulden**. **Zoning & Codes Officer Michael Hammers was absent**.

2. Approve Resignation of Council Member – an email was received from Kim Martin indicating she has moved out of the borough and therefore effective February 21, 2026 has resigned her position on Council. **On a Donavos/Partridge motion and unanimously carried**, the resignation was approved with regret.

3. Approve February 3, 2026 minutes - **on a Partridge/Becker motion and carried unanimously**, the minutes were approved as presented.

Approve February 24, 2026 minutes – **on a Becker/Donavos motion and carried unanimously**, the minutes were approved as presented.

4. Engineer Report – Previously approved was a swale project on Palmer Ave not to exceed \$5,000 and now a bid from Kinsley was received in the amount of \$4940.00 Bid award was signed and will be forwarded to Kinsley Construction. Work should be completed by end of May.

This would be the year to televise the sewer lines. **On a Partridge/Messinger motion and unanimously carried**, the engineer is to prepare the bid specs and advertise for bids to lightly clean and televise 1/3 of the Borough sewer lines to include lines that were not completed in 2021 and the part we are aware of having problems. Partridge asked to review the bid specs prior to advertising as he is Chairman of the Sewer committee.

Agenda jumped to 9a Nottingham Village street lights – Developer presented two types of lights. Both were discussed with not enough support for either from council. He is to research other LED light fixtures available for purchase, even if not from Met Ed, and report back with possible locations in the county to check out. The developer also requested the street light notation on the preliminary plan be removed so that all conditions are met. They will include the light issue on the final subdivision plan. **Partridge/Donavos motion, unanimously carried, granted this revision.**

5. Zoning & Building Code Report – absent but report submitted showing 3 permits issued. He also was present at the hearing for a violation of open burning. Defendant was found guilty and fined \$257

6. Public Comment – Marty Arroyo, 250 N Main St questioned the fine violation and concerns on the International Property Management Code being adopted.

Tina Price, 211 N Main St questioned if her sewer line could be televised as she is having some problems. She was referred to a local plumber first. She also questioned why Penn Waste drivers aren't more careful when returning containers to the property. Eric Myers, 4159 Robin Hood Dr. questioned actions taken since the last time he attended a meeting. Troy Herman, 4097 Robin Hood Dr. requested police do speed work on Robin Hood Dr. between 3:30 and 6:30 pm during the heaviest flow of traffic.

7. Matters of the Borough

- a. Fire Service – No representation
- b. Police – Chief Lash presented his report indicating 27 calls for service and 1 crash and 10 traffic stops. He also indicated the department is still short one officer. They are beginning testing for Lieutenant, Sergeant and Corporal positions. Chief Lash presented the borough with a metal exterior sign for the building.
- c. Highway –Shubert indicated he checked N Water St at George St and didn't see any problem. He will check again when it is not raining.
- d. Building – The rain spout at the building needs cleaned out
- e. Sewer – no report
- f. Sidewalks – no report
- g. Personnel –no report
- h. IPMC – the committee met with the solicitor and zoning officer and reviewed the code. They made corrections and deleted many sections. **On a Partridge/Becker motion and unanimously carried**, council accepted the recommendations of the committee and authorized the solicitor to draft an ordinance to amend the code.

8. Solicitor's Report – questioned if council wanted her to review the secretary's minutes prior to being presented at meetings. Short discussion indicated every council member is given an opportunity to make changes when the meeting packet is provided to them prior to each meeting. Additions or corrections are to be given to the secretary prior to 9:00 am the Monday preceding the meeting.

9. Unfinished Business – handled earlier in meeting

10. New Business –

- a. Revise contact person for York County Control – **On a Baldauf/Donavos motion and unanimously carried**, Michael Messinger will handle all call box changes with County Control.
- b. Course Vector Quote for Web Hosting – After research with PSAB, Course Vector was recommended for revisions to the Borough website. They will revise the site and keep us compliant with all laws. The quote is \$1821.25 for the first year which includes \$700 of support. Starting on 2/1/27 the cost will be \$739.00 which also includes \$700 of support. **On a Baldauf/Donavos motion and unanimously carried**, the contract with Course Vector will be signed.
- c. Approve Additional Charge to Insurance – with Spring Grove no longer doing our PA One Call markings, North Codorus Township has agreed to have one of their employees help out. **On a Partridge/Becker motion and unanimously carried**, the additional charge to add the employee to the liability policy of \$482.00 is approved.
- d. Approve Yard Sale Dates – **On a Becker/Donavos motion and unanimously carried**, the dates for the spring yard sale event will be April 23, 24, and 25, 2026 from 8:00 am to 4:00 pm.

e. Approve contracted summer maintenance – Tyke Shubert submitted a proposal to complete the mowing at the Borough building and the field at a cost of \$50.00 per cut. He also is willing to complete weed spraying at the square and maintain the flower beds at Sherwood Forest entrance and at the traffic light. Partridge/Donavos motion was carried with Shubert abstaining; he is related to Tyke Shubert.

f. Nomination for council member vacancy – Borough secretary received a letter of interest in serving in this position from Katharine Grafton. Shubert/Donavos motion made to approve nomination of Katharine Grafton. There were no other nominations. Motion carried unanimously. Katharine will take Oath of Office and complete the Affidavit of Residency at the April 7th council meeting.

g. Newsletter – rough draft presented. Several additions include, Council should consider street sweeping, add curbside trash hours, separate Fire Companies with New Salem handling fire calls and North Codorus will also be included on Emergency services.

11. Treasurer’s Report –

a. Approve February Financial Reports – on a Partridge/Donavos motion and unanimously carried the reports were approved.

NEW SALEM BOROUGH BALANCE SHEET AS OF FEBRUARY, 2026

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|---|---------------------|
| PLGIT GEN F | -2,397.12 |
| QuickBooks Tax Holding Account | 955.37 |
| 100.1 ORRSTOWN CHECKING | 19,295.72 |
| 100.2 PLGIT CLASS GENERAL | 27,773.42 |
| 101.1 PLGIT PRIME | 298,016.93 |
| HIGHWAY PLGIT CLASS | 19,669.94 |
| HIGHWAY PLGIT PRIME | 9,663.44 |
| PLGIT CLASS GENERAL | -523.69 |
| | |
| PLGIT SEWER Construction Fund | 19,844.07 |
| SEWER PLGIT PRIME | 361,266.65 |
| ORRSTOWN SEWER | 6,353.72 |
| | |
| Total for Assets | 759,918.45 |
| | <hr/> |
| Equity | |
| 3000 Open Bal Equity | 514,176.24 |
| 3900 Retained Earnings | 368,723.99 |
| Net Income | -123,302.48 |
| Total for Equity | \$759,597.75 |
| Total for Payroll Liabilities | 320.70 |
| Total for Liabilities and Equity | \$759,918.45 |

12. Secretary's Report –written report submitted. Penn Waste has recycle containers available if we would like some delivered. Secretary to contact and get delivery of 75 for distribution later.

13. Mayor's Report - He provided a written report of activities. He requested the amount available in the budget for the 150th celebration. The celebration is scheduled for July 24, 2026 to be held at the New Salem Elementary School.

14. Around the table – Shubert was approached by a resident wanting to hold the Easter Egg Hunt formerly held by the Lions Club who has since disbanded. The request was made to put the information on Savvy Citizen. Because it is not a Borough function and we have no policy on Savvy Citizen regarding non-borough functions and the fact another citizen wanted information placed on Savvy Citizen and it was denied. Therefore, it was decided not to place the information on Savvy Citizen.

Baldauf suggested a note be placed in the newsletter regarding storm water drains and residents are not permitted to place anything in them, ie. rocks, leaves, or trash.

Nothing from any other council member.

Meeting adjourned into Executive Session for discussion of confidential Borough enforcement matters at 9:07 pm. Executive session ended and regular session reconvened at 9:20 pm. With no further business, the meeting was adjourned at 9:22 pm. Respectfully submitted by Judy Albright, Secretary.