

MINUTES OF THE NEW SALEM BOROUGH COUNCIL MEETING

November 4, 2025 at 80 N. Water Street, York New Salem, PA

The New Salem Borough Council met in a regular session on Tuesday November 4, 2025. The meeting was opened at 7:00 PM by Pres. Martin followed by prayer and pledge to the flag.

COUNCIL MEMBERS PRESENT

Kim E. Martin, Pres.
William Baldauf, VP
Peter Partridge, Pres Pro-tem
Sue Becker
Harvey Thumma Jr.
Bryan Pugh

OTHERS PRESENT

Edward Mundorf, Mayor
Judy Albright, Sec/Treas.
David Lipinski, Eng.
Courtney Buechler, Sol.
Chief David Lash
Michael Hammers, BCO/ZO

COUNCIL MEMBERS ABSENT

George Donavos

Note the following abbreviations

“CP” = Council President

“CM” = Council Member

“ST” = Secretary Treasurer

“Eng”= Engineer

“Sol” = Solicitor

“BCO/ZO” = Building Code/Zoning Officer

1. Open Meeting –

2. Approve October 7, 2025 meeting minutes – moved by CM Partridge, second by CM Becker and unanimously carried. Approve October 14, 2025 minutes – moved by CM Partridge, second by CM Becker and unanimously carried.

3. Engineer’s Report – Written report submitted.

Eng Lipinski indicated that if the Borough wants to apply for the State grant for curbs and sidewalks on the South side of Robin Hood Dr., the Resolution and application must be submitted by November 30th. On a motion by **CM Partridge, second by CM Pugh and unanimously carried**, the Engineer is authorized to complete the grant and have the borough pay the application fee. The amount to be requested will be completed upon finalization by the engineer. **On a motion by CM Becker, second by CM Baldauf and unanimously carried, Resolution 2025-11** is approved and signed as the official Resolution.

4. Z&BCO’S Report – Written report submitted. A letter was sent to 16 N Main regarding an abandoned vehicle on the property. The vehicle has now been removed. 51 N. Main has been sold and transferred. The new owner will be meeting with the Z&BCO to complete a final walk thru.

Z&BCO asked about any update on the International Property Maintenance Code review. CP Martin indicated she has not reviewed it in detail but is looking to North Codorus Township for how they chose which section to adopt. She will continue her review and then work with the Codes officer.

5. Public Comment– Doug Ward, 4098 Robin Hood Dr. had a neighbor ask about the snow plow driver’s placement of snow at the corner of their property. He further asked if the snow could be put at another location other than her corner property. ST Albright will notify Hersh Concepts of the request.

Marty Arroyo – 180 N. Main discussed a road grate along his driveway that needs cleaned out. It was decided this would be the responsibility of the property owner.

6. Matters of the Borough

- a. Fire –Discussion on donating funds to both New Salem and North Codorus Township Fire Companies for their services during the year. All council members with the exception of CM Thumma and Mayor Mundorf felt we should donate half of the budgeted amount to each fire company. **Motion made by CM Becker, second by CM Pugh and carried** for the donation in the amount of \$4000 each should be sent both fire companies. CM Thumma voted no.
- b. Sewer – nothing
- c. Highway –CM Thumma indicated Robin Hood Dr. and Palmer road work looks good.
- d. Building –CM Baldauf has completed the sealing around the building.
- e. Police – Chief Lash reported 31 calls, including 9 traffic stops and a public drunkenness complaint. The Police are participating in the Toys for Tots program on November 15th. They will also hold their municipal luncheon on December 3rd at the Heidelberg sub-station and December 4th at their new location at 1 Regional Way. Both are from 11-1 and all elected and appointed officials are welcome.
- f. Sidewalks – nothing
- g. Personnel – nothing

7. Solicitor’s Report – Reminder of legal notice due for 2026 meeting dates.

8. Unfinished Business –

- a. Approve Tentative Budget and Tax Resolution for adoption in December – Having held the budget workshop on October 14th, the tentative budget was presented. **On a motion by CM Baldauf, second by CM Partridge and unanimously carried**, the tentative budget will be advertised as required. **On a motion by CM Baldauf, seconded by CM Pugh and unanimously carried**, Resolution 2025-12 is authorized for advertisement . Both will be presented for adoption at the December 2nd meeting.
- b. International Property Maintenance Code – as stated previously, it will be reviewed and presented at a later date.

9. New Business-

- a. Resolution 2025-13 appointing auditors for 2025 records – **on a motion by CM Thumma, second by CM Partridge and unanimously carried**, the firm of Kochenour, Smyser, Earnest & Burg are appointed.
- b. SPCA Contract – 2026 contract presented at a cost of \$699. As of January 1, 2026, they will again begin accepting stray animals from residents including cats. **On a motion by CM Thumma, second by CM Becker and unanimously carried**, the contract is approved and will be signed.
- c. Warranty for Elan City speed devices – after some discussion it was decided to hold this until the December 2nd meeting.

10. Treasurer’s Report – **On a motion by CM Partridge, second by CM Baldauf and unanimously carried**, the treasurer’s report was approved.

NEW SALEM BOROUGH BALANCE SHEET AS OF OCTOBER 31, 2025

GENERAL FUND

Orrstown Money Market	\$ 29,530.29
PLGIT Checking	79,036.28

PLGIT Prime Savings	422,835.29
TOTAL GENERAL FUNDS	\$531,401.86
HIGHWAY FUND	
PLGIT Checking	19,899.11
PLGIT Prime Savings	9,525.40
TOTAL HIGHWAY FUNDS	\$ 29,424.51
SEWER FUND	
PLGIT Construction	15,681.37
PLGIT Prime Savings	398,376.50
Orrstown Sewer Fund	24,463.90
TOTAL SEWER FUNDS	\$438,521.77
TOTAL CURRENT ASSETS	\$999,348.14

12. Secretary’s Report – provided for review. During the month the secretary received an email that appeared to come from the Auditor General’s office relating to the recent audit of Liquid Fuels Funds. Either CM Thumma or Mayor Mundorf sent this to the secretary and CP Martin providing information of nonpermissible expenditure during 2024. This was then subsequently posted on Facebook prior to the secretary or Council President receiving the report. ST Albright brought to the attention CM Thumma and Mayor Mundorf that if the report were checked they would have found that the expenditure in question was reimbursed to the Liquid Fuels fund from General Fund on September 24, 2024, thus correcting the expenditure in question. It was also noted on Facebook that someone with 20 years of experience should know better. Neither individual would admit to the Facebook post. Mayor Mundorf also questioned why the close out memorandum was not presented to council in July 2025. ST Albright presented the Onsite Closeout Memorandum showing the statement “Confidential Draft – Do Not Distribute” stating this is why it was not provided to anyone and the Secretary report for June and July both stated that an auditor was in the office auditing the Liquid Fuels account during the month. A final findings report may be forthcoming.

13. Mayor’s Report - Received information from a resident at 55 S Main St regarding a road drain that drains into his driveway. Since he lives along a PennDOT highway he was referred to PennDOT at the shed phone number of 717-848-6230.

CP Martin again asked the Mayor for a list of the EMC training that he has completed. He returned comment asking if she has the EMC files from the former deputy to which CP Martin indicated she does not. CM Thumma questioned why CP Martin keeps asking for the list of training to which Sol. Buechler indicated council does have a right to ask for this since they recommended him for appointment to EMC. Mayor Mundorf indicated he would email the information to CP Martin on Wednesday November 5th.

14. Around the Table – Nothing from anyone

With no further business, the meeting was adjourned at 7:45 P.M. Respectfully submitted by Judy Albright, Secretary-Treasurer.