

Borough of Akron

Council Meeting

March 11, 2019

Council Members present

John Williamson, President; Thomas J. Murray, Sr., Vice-President; Justin Gehman, Nathan Imhoff, Monica Hersh, Darryl Witmer. (Keith Landis not present)

Others present

Mayor John McBeth, Susan Davidson, Borough Manager; Dick Wanner, Ephrata Review; Police Chief Thomas Zell, Lauren Fisher, Minute Taker; Cindy York, David York, Joe LaTrell, Tracey Craft

Meeting opened at 7pm with Pledge of Allegiance

Approval of Meeting Minutes

Thomas J. Murray made a motion to approval February 11 and 25, 2019 minutes and was seconded by Justin Gehman.

John Williamson requested that "Ephrata Rail Trail" be updated to "Warwick Ephrata Rail Trail". John Williamson also requested modifying wording in the February 25, 2019 minutes describing his employment with TeamAg which submits plans for approval with engineering firms that wish to work for Akron Borough.

Motion carried.

Citizens Concerns

No comments.

Officers Reports

- **Mayor**

Mayor John McBeth attended the reception for the new CEO for Wellspan Health. He noted that Wellspan will be revamping their current cancer treatment center of the Ephrata Hospital.

Mayor John McBeth hopes that people will volunteer their time for the 125th celebration anniversary for Akron Borough and begin organizing the event. Darryl Witmer volunteered to put together some ideas and meet with Mayor John McBeth.

Mayor John McBeth reminded Council that on March 27, 2019, the Historical Society of Cocalico Valley is hosting their trolley event at the Ephrata Public Library at 7pm.

- **Police Report**

The February 2019 police report was distributed.

Chief Zell inquired about Councils' wishes regarding the Dodge Durango sitting in the Borough parking lot. Justin Gehman will get him an answer regarding whether or not the fire company would like the vehicle.

Thomas Murray Sr. questioned what happened with the old police computers. He noted that the hard drive for these computers must be destroyed.

Thomas Murray Sr. requested that Verizon be contacted regarding the police phone system issues. Thomas Murray Sr. volunteered to contact Verizon as soon as possible.

- **Borough Manager**

Administration & Finance

February 2019 month end financials have been reconciled.

March 2019 payables will be reviewed by the Finance Committee.

The 2018 annual audit conducted by Herbein & Co. took place the week of January 28, 2019 with no issues. Sue Davidson will be meeting with Herbein & Co. to review the 2018 DCED Audit report and would like to have Herbein & Co. at the March 25 or April 8, 2019 Council Meeting to review the 2018 audit.

Sue Davidson is continuing her survey on fees and will continue the discussion at the March 25, 2019 meeting.

2019 Real Estate Taxes were mailed the week of February 18, 2019.

Streets

Sue Davidson will be meeting with the Borough Engineer and Property Solutions Contracting for a pre-construction meeting on March 11, 2019 for the Bomberger Storm Sewer Improvements. Tentative start date is first week of April, 2019.

Walnut Street paving is on the agenda for the March 11, 2019 Council Meeting.

The Borough received their Liquid Fuels money on March 1, 2019 in the amount of

\$127,085.65. The 2019 budget amount for liquid fuels is \$123,977.00 for a difference of \$3,108.65.

PennDot is conducting a Liquid Fuels Audit on Wednesday, March 27, 2019 for the year 2018.

Sue Davidson noted that February had a few snow storms. Public Works did a great job plowing and keeping the sidewalks cleaned up.

Justin Gehman brought to Councils' attention that Public Works was driving the wrong way down the street. Sue Davidson will address this. Nathan Imhoff noted that a few streets were not cleared and trash trucks were unable to access these streets. John Williamson requested that when Council members notice these issues, please contact Borough Manager Sue Davidson.

Property

2019 goal is to complete the installation of CCTV on the administration side of the Borough Office building. Sue Davidson will contact ESCO to set up a date and time to install the cameras.

Parks

Sue Davidson contacted Warwick Township in regards to the Warwick to Ephrata Rail Trail Reg's and the event form and informed them that Council took no action at the February 2019 Council Meeting.

The Warwick to Ephrata Rail Trail Dedication is scheduled for Wednesday, April 24, 2019 at 10am at the Cocalico Creek Bridge. Sue Davidson requested if Council or the Mayor would like to give a short speech at the ceremony. The Mayor volunteered to give a short speech at the ceremony.

Water/Sewer

There was one water main (6" line) break in February at the Akron Motel on February 15, 2019.

Mr. Rehab will be televising leaking laterals on S. Tenth Street and televising sanitary sewer lines on 9th & Broad, 9th & New, Main Street, Meadowview, N. 11th Street, Heritage & Knollwood, Colonial Drive, Orchard Street, Locust Bend, Walnut & Diller.

John Williamson suggested that Council have a plan regarding the ordinances prior to televising the leaking laterals. Sue Davidson noted that she has already met with the Borough Solicitor in this regard.

Nathan Imhoff requested that Council work with the public when the public is required to pay for issues located on their property.

Thomas Murray Sr. requested that Sue Davidson send a letter to surrounding streets as well.

Sue Davidson noted that there was some sewage that leaked onto a farmer's field. This was cleaned up. This incident happened in January. It was reported to DEP, but not to Borough Council members.

Water/Sewer bills were mailed February 13, 2019.

Personnel

Distributed a draft of non-uniform policy manual to Council and Mayor and if Council has any questions or comments, please forward them to the Borough Manager and Monica.

This item will be added to the March Work Session.

Planning & Zoning

There is a Planning Commission Meeting scheduled for April 4, 2019. (Tentative). The Planning Commission has a new member and needs to re-organize. Also, there is a sketch of a proposed memory garden/nature preserve at the Akron Mennonite Church. The church, if they decide to move forward, will have to do a land development plan and storm water plan.

There are no Zoning Hearings scheduled at this time.

Other

RFP's have been sent to engineering firms - Arro Consultants, Hanover Engineering, Becker Engineering, ELA, C.S. Davidson, Great Valley, Lancaster Civil Engineering Co. Sue Davidson would like to interview Hanover Engineers, Arro Engineers, and Lancaster Civil Engineering Co. at the March 25, 2019 Work Session.

John Williamson noted that he must recuse himself from the process of engineer selection since he is employed by a subcontractor of one of the engineering firms.

Sue Davidson contacted Ronald Bittner from Uninvest of the Pension Administrator in regards to how many people can serve on the Pension Committee. Ron mentioned that there are no requirements as to how many members can serve. In most cases, it is a Council Member, Administrative Employee, police, retiree and it could include a citizen at large and there are no term limits. If there is a conflict with a member, that member can abstain from discussion or voting.

Sue Davidson is in the process of setting up a safety committee with employees and members of the Akron Volunteer Fire Company. The first meeting is tentatively scheduled for March 26, 2019 at 1pm. Justin Gehman noted that evening meetings would work better for him.

Sue Davidson would like to meet with committee chairs in the next few weeks to discuss 2019 projects.

Zoning Officer Report

Report distributed

Tax Collector Report

Report distributed

Fire Chief Report

Borough Manager Sue Davidson will email this report to Council as it is very lengthy.

Borough Council Committee Reports

Finance report (Thomas Murray Sr.)

Akron Borough February 2019 Month End Cash Balance

February 28, 2018

Thomas Murray Sr. read into the February month-end cash balance.

General Fund	\$49,191.56
Water Fund	\$13,061.36
Sewer Fund	\$13,417.80
Highway Aid	\$20,579.77
General Reserves	\$58,680.84
Water Reserves	\$225,618.52
Sewer Reserves	\$176,735.88
Capital Projects	\$347.97
Community Fund	\$1,951.25
Total	\$559,584.95
Escrow	\$75,330.89

Thomas Murray Sr. reviewed the revenue and expenditures report for month ending February 28, 2019.

Community Events

Darryl Witmer is working with the Barnstormers for the Akron Barnstormers night. Darryl Witmer also noted a business opportunity for local businesses to get a table at the event for a set fee. The Barnstormers game is to be held Friday, June 14, 2019 against the York Revolution.

April 27, 2019 is Akron Pride Cleanup Day.

Doggy Day will be held Sunday, May 19, 2019 at Akron Roland Park. Darryl Witmer is still working on organizing this event.

Discussion Items

- **Zoning Fees (pending)**

This will be discussed at the March Work Session.

- **Process for Reviewing Invoices (pending)**

Monica Hersh and Thomas Murray Sr, will write a document to present to Council.

- **Administrative Office Duties (pending)**

Thomas Murray Sr. made a motion to contract with CPA Covenant. This motion was not seconded. Nathan Imhoff requested that Council price compare prior to making a decision.

Thomas Murray Sr. withdrew the motion.

Mayor John McBeth suggested hiring a part-time employee instead of contracting with an outside company.

Sue Davidson will resend the current administrative office duties to Council for consideration.

- **Non-Uniform Employee Handbook**

Monica Hersh noted that this is a work in progress.

- **Pension Committee Members**

No updates.

- **Engineering Request for Proposals**

Sue Davidson will be inviting three firms to the March Work Session.

Thomas Murray Sr. will review the proposals. John Williamson requested that Monica, Justin and Nathan also review these proposals. Sue Davidson will import important information into an easily comparable spreadsheet for the Council members to review.

- **Implementation of Borough Comprehensive Plan**

John Williamson will have this ready for the March Work Session.

Action Items

- A motion was made by Thomas Murray Sr. for approval to pay the bills as reviewed by the Finance Committee and was seconded by Nathan Imhoff. Motion carried.
- A motion was made by Justin Gehman to authorize the Borough Manager to move forward with the bidding for the Walnut Street improvements and was seconded by Darryl Witmer. Motion carried. Nathan Imhoff requested that Sue Davidson send out reminder letters to the property owners.
- A motion was made by Justin Gehman to authorize the Borough Manager, Sue Davidson, to work with the Borough Solicitor to advertise the amendment of Akron Borough Zoning Ordinance by adding provisions for Short-Term Rentals and modifying definition pertaining to Lot Coverage and was seconded by Thomas Murray Sr.. Motion carried. The public hearing will be held on April 8, 2019 regarding the amendment.
- A motion was made by Thomas Murray Sr. to authorize the Borough Manager, Sue Davidson, to work with the Borough Solicitor to advertise the Amending Akron Chapter 13 of the Borough of Akron Code of Ordinances related to “Licenses, Permits and General Business Regulation” by adding a new Part 4 “Short-Term Rental Permit” and was seconded by Justin Gehman. Motion carried.
- Hillcrest Road Water Line Easement Abandonment will be further discussed at the March Work Session. Borough Manager, Sue Davidson, will explore other options prior to a motion being made and will look into whether it is necessary to get rid of dead-end lines.
- A motion was made by Nathan Imhoff to re-affirm approval of Akron Church of the Brethren Lot Add-On and Stormwater Plan and was seconded by Justin Gehman. Motion carried.
- Pennsylvania State Association of Boroughs Annual Conference Registration - June 9 through 12, 2019. Justin Gehman would like to attend the duration of the conference and Sue Davidson would like to attend Tuesday. Sue Davidson will register Justin Gehman for the conference.
The cost is \$275 for Justin Gehman and \$115 for Sue Davidson without the cost of the hotel.
Thomas Murray Sr. made a motion to approve Justin Gehman’s registration cost of \$275 and Sue Davidson’s 1 day cost of \$115 and was seconded by Darryl Witmer. Motion carried.

Executive Session

Council went into an Executive Session regarding a personnel matter at 8:40pm. Justin Gehman made a motion to go into an Executive Session and was seconded by Nathan Imhoff. Motion carried.

Thomas Murray Sr. made a motion to reconvene from the Executive Session and was seconded by Justin Gehman. Motion carried. The meeting was adjourned at 8:53pm. No decision was made.

Work Session Meeting

- Next work Session Meeting is scheduled for Monday, March 25, 2019 at 6:30 pm.

Adjournment

Nathan Imhoff made a motion to adjourn the meeting and Monica Hersh seconded the motion. Motion carried. The meeting was adjourned at 8:55 pm.