

MINUTES OF NEW SALEM BOROUGH  
COUNCIL MEETING  
Tuesday, December 6, 2016

President Vicki M. Rohrbaugh called the meeting to order at 7:00 PM with the salute to the flag. Those in attendance were Council members, Susan P. Barley, Peter E. Partridge, Kim E. Martin, John R. Wainwright and Kathleen W. Yeater, Mayor Elwood G. Bahn, Jr.; Secretary Cheryl D. Bahn and Solicitor D. Michael Craley. Council man Joseph A. Shubert was absent from the meeting. The meeting was held at the Municipal Building, 80 Water Street.

**Motion** was made by Partridge/Barley to approve the November 1, 2016 meeting minutes as circulated. Motion carried unanimously.

**PUBLIC COMMENT**

No Public Comment

**ENGINEER'S REPORT**

No Engineer's Report

**SOLICITOR'S REPORT**

No Solicitor's Report

**UNFINISHED BUSINESS**

No unfinished Business

**NEW BUSINESS**

1. **Motion** by Martin/Wainwright to adopt the annual Real Estate Tax Ordinance No. 1 - 2016 setting the 2017 Real Estate Tax rate at .85 mils and providing a Tax Certification fee of \$25.00 and a Tax Duplicate fee of \$5.00. Motion carried unanimously.
2. As reported last meeting and viewed by council this month, the Sidewalk has a raised curb at the north end of the Gas Station/Food Mart so is not handicap accessible. It should be modified. **Motion** by Partridge/Barley to authorize Andrew Shaffer visit the property to determine if any other of their sidewalks need modification and to notify the owners of the property of the need to modify the sidewalk(s) to comply. The work should be completed 120 days from the date of notice which will be close to April 15, 2017. Motion carried unanimously.

**STATEMENT**    Period Ending November 30, 2016

**\*General Fund**

Peoples Bank of Glen Rock CD	\$125,938.91
Peoples Bank of Glen Rock IMF Savings Account	\$122,426.63
PLGIT Checking Account	\$ 14,554.80
TOTAL GENERAL FUND	\$262,920.34

**\*Highway Aid Fund**

PLGIT Checking Account	\$ 2,980.88
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**\*Sewer Fund**

PLGIT CD	\$125,000.00
PLGIT Sewer Construction Fund	\$ 3,145.87
Peoples Bank Sewer Fund	\$388,427.87

Peoples Bank CD

\$125,938.91

TOTAL SEWER FUNDS

\$642,512.65

**Motion** made by Martin/Yeater to approve, accept and file the Financial Statement for audit. Also pay York Water as invoiced, Council & Mayor's Compensation, Media One Ads, Tax Collector Commission for 2016, Rent \$210.00, Met Ed as invoiced, Milt's Electrical as invoiced for Street light repair, Sewer Loan payment \$104,146.75 and payroll taxes. Also, authorization for the Secretary to pay regular bills in December so checks are returned by the end of the year. Motion carried unanimously.

#### **CORRESPONDENCE/SECRETARY'S REPORTS/FYI/AROUND THE TABLE**

1. The meeting dates for 2017 were reviewed and will be advertised before the end of the year. Tuesday, January 3, 2017, Tuesday, February 7, 2017, Tuesday, March 7, 2017, Tuesday, April 4, 2017, Tuesday, May 2, 2017, Tuesday, June 6, 2017, Wednesday, July 5, 2017, Wednesday, August 2, 2017, Tuesday, September 5, 2017, Tuesday, October 3, 2017, Tuesday, October 10, 2017, Wednesday, November 1, 2017, Tuesday, December 5, 2017
2. The Zoning/Building Permit and Codes Reports were reviewed. John McLucas is Spring Grove Borough's new Community Development Coordinator. He will also be transitioning with Andrew Shaffer as Building Permit/Zoning and Code Enforcement Officer. Information will be posted on the website at an appropriate time.
3. Mr. Shaffer will report to the Borough Council regarding the televising and flushing of the Sewer Collection System in the new year.
4. To date, Mr. Hersh is unable to find a bucket to install banners. Council would like to install the Winter Banners if possible as it may become too late to install the Christmas Banners.
5. Mayor Bahn expressed that the snow season will be coming and thankfully most residents take care of their sidewalks in a timely fashion. He also noted that the new Snow Plowing Company- Rudicille's - has done a run through of the Borough readying themselves for the snow season.
6. PSAB has sent a job description for Secretary of the Borough. Cheryl Bahn will review and compare their description with the Borough's description and report back to council at a later date.
7. Secretary Bahn noted that during a recent evening drive through of Sherwood Forrest, Robin Hood Drive was very dark, with only a few front yard post lights on. She asked Council to drive through and see if they also felt that the area was dark.

With no further business to come before council, President Rohrbaugh adjourned the meeting at 7:30 pm. Next Council Meeting is Tuesday, January 3, 2017, 7:00 pm, at the Borough Building in New Salem.

Respectfully submitted,

Cheryl D. Bahn, Secretary