

**Mt. Holly Springs Borough Council  
Meeting Minutes- September 11, 2017**

**Call to Order** – Mr. Collins called the September 11, 2017 meeting of the Borough Council to order at 7:00pm and led the Pledge of Allegiance.

The council and audience recognized a moment of silence in remembrance of Patriots Day.

**Attendance**– The following members of the Borough Council were present; James Collins II, Lois Stoner, Pamela Still, Edgar Kendall, Deborah Halpin- Brophy, Matthew Hockley and Mayor Boise. Also present; Sara Jarrett, Borough Secretary/ Treasurer; Thomas Day, Police Chief/ Borough Manager, Mark Allshouse, Borough Solicitor. Absent: Leroy Shildt

**Approval of August Bills List and Payment**- Mrs. Halpin Brophy motioned for the approval for the payment of bills. It was seconded by Mr. Hockley. The motion passed unanimously.

**Approval of Minutes** – The minutes of the Borough Council meetings on August 14, 2017 & August 28, 2017 Joint Meeting with Planning Commission. The motion was made by Mrs. Halpin-Brophy and seconded by Mr. Hockley. The motion passed unanimously.

**Citizens to be Heard -**

Name: Gary Stamm

Address: 19 W. Pine Street

Comments: Mr. Stamm commented that the Planning Commission was not in compliance with the "Sunshine Law" and was reluctant to keep the minutes up-to-date on the borough website.

Name: Nancy Zentmeyer

Address: 25 Chestnut Street

Comments: Ms. Zentmeyer submitted a letter of resignation from the Zoning Hearing Board to be effective November 1, 2017.

Name: Ronald Lucas

Address: On behalf of Terry Rickert of 1 Mountain Street

Comments: Mr. Lucas asked questions regarding zoning ordinance and map. He was informed that it would not be voted on at the meeting.

Name: Dru Neff

Address: 35 N. Baltimore Avenue

Comments: Mr. Neff addressed the flooding occurring on Wood Avenue. He circulated images of the various flooding to the council members.

Name: Katie Daniels

Address: 129 Yates Street

Comments: Ms. Daniels asked if the agendas for the council meetings could be posted on the website before the meeting. She also asked if there were any plans in place for potential flooding. Mr. Kendall informed her that it would fall under the Emergency Management Coordinator.

Continuation of the hearing on the Zoning Text Ordinance #2017-03 until the October 9, 2017 meeting.

**Solicitor's Report-** nothing new to report. Mr. Hockley engaged in discussion with Mr. Allshouse and fellow council members on the use allowed at the Landis Property. Mr. Allshouse described the Historic Structure Conversion. Mr. Rickert and his attorney addressed council regarding the Historic Structure Conversion and if the Landis property qualifies for that right.

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**Committee Reports-** The following reports were discussed;

Health, Safety, and Welfare- Mrs. Halpin-Brophy made the motion for Trick-Or-Treat to be held on Tuesday October 31, 2017. The motion was seconded by Mr. Hockley and was passed. Mrs. Halpin-Brophy stated that the trick-or-treat night would be held the same evening as South Middleton Township and Carlisle.

Mrs. Halpin-Brophy included in her report that the Rental Inspection Ordinance is still in process.

Mayor's Report– The Police wrote 17 parking tickets. Ms. Daniels asked if signs were posted for the new parking ordinance. The mayor responded that there are signs posted.

Administrative, Finance, and Budget–

Pension MMO Presentation by the "Chief Administrative Officer", Sara Jarrett.

The Pension Plan Administrator presented to the governing body a copy of the 2017 Minimum Municipal Obligation for the Uniform and Non-Uniform Pension Plans.

Mrs. Halpin-Brophy made the motion to release the \$500.00 allocation for the Halloween Parade to the Mt. Holly Springs Civic Association. The motion was seconded by Mrs. Stoner and was passed.

Public Works- No Report

Planning and Zoning Board– Ms. Still made the motion to hire HRG to work on the Draft SALDO Ordinance to be billed for time and materials as they complete work. The motion was seconded by Mrs. Halpin-Brophy and the motion passed. Mr. Hockley asked where the money is coming from to pay for the project. Ms. Still stated that it would come from next year's budget. Mr. Hockley asked what it will cost. Ms. Still stated that the prices for HRG are \$150.00 per hour for the Project Professional and \$170.00 per hour for the senior. We will be billed for the time they spend on the SALDO. Steve Hoffman from county will be helping in an effort to keep cost down.

Mr. Hockley made a motion to accept the resignation of Nancy Zentmyer from the Zoning Hearing Board. Ms. Still regretfully seconded and the motion passed.

Ms. Still stated that she intended to reappoint Chuck Crone to the Zoning Hearing Board at the October 9<sup>th</sup> meeting. She welcomed any interested parties to participate in zoning hearing board and planning commission.

Ms. Still also included that on August 17, 2017 the county planning commission determined that the Mount Holly Springs Zoning Map was consistent with the comprehensive plan. The Mount Holly Springs Planning Commission voted on August 18 to recommend the map to council.

Ms. Still stated that the borough secretary will begin updating the planning commission meeting minutes to the website to ease the burden on volunteers and to help keep them updated in a timely fashion.

Borough Manager Report- Mr. Day spoke on the flooding concerns on Wood Ave and at the new medical facility. The solution is to put in drain boxes from Wood Ave. to Church Street to Harmon Street. That is an estimated cost of \$16,000.00 to \$18,000.00. A short term solution is to put in black top curbing to deter water at a cost of \$1500.00. Mr. Gobin has offered to offset some of the cost. Mrs. Stoner made a motion to grant permission to the borough manager to look and investigate grants a funding options for drainage projects and to add the black top curbing. The motion was seconded by Mrs. Halpin-Brophy and the motion passed.

Mr. Day then address the issues that were occurring in reference to the recording of minutes. The citizen's comments will be limited to 3 minutes and will be recorded as a synopsis of what was said. Mr. Allshouse stated that the speaker, topic, synopsis, action, and councils comments should be included. The purpose of minutes is to provide notice. He did not recommend that we keep recorded minutes.

Mr. Day reported that the ambulance submitted the 2018 Budget and requested an increase of \$600.00.

The borough manager also reported that all 44 hydrants were painted. Fall flushing will be the last week of September. The pressures will be recorded. The bell will be color coded to match the federal standard. There will be a letter submitted with a clause to clarify that the color coding is not a guarantee of the pressure.

Mr. Day thanked the students from Dickinson College who helped paint hydrants. 12 students were in the borough and painted 27 hydrants. The rest will be painted by borough employees and the prisoners from the Cumberland County Prison.

WCOG Report- No Report

Zoning/ Codes Officer- No Report

Park and Recreation- Mrs. Stoner made the motion to waive the pavilion rental fees at Trine Park for the American Legion's band event on October 8, 2017 from 2PM to 5 PM. The motion was seconded by Mrs. Halpin-Brophy and the motion passed.

Mrs. Stoner reported that there were 86 vendors signed up for the Holly Festival and 40 cars for the Car Show. Vendors can come the day of and sign up. There will be free music. There were 10 blue recycling bins purchased for the festival and 4 port-a-johns ordered.

Mrs. Stoner also stated that the walking trail is set to be put in the end of September or early October.

**Any other Business to Come Before Council:** Ms. Still shared that the AME Church was added to the Cumberland County Historic Registry. The last tour to the church was sold out. There have been 4 tours total. There were 22 people who attended a trip into the Marsh Preserve. The tour was led by David Toner. They spotted the Blue Heron and Bog Turtle. She stated that the marsh was getting use and there were travelers there hiking from quite a distance away.

Council discussed that the budget was still in process.

Council meeting adjourned to an executive session for personnel and possible litigation at 7:58 PM.

Mr. Collins recalled the meeting of the Borough Council to order at 8:57 PM. Mrs. Halpin-Brophy made the motion to accept the contract of Thomas Day as submitted. The motion was seconded by Ms. Still. Mr. Hockley asked for there to be a roll call vote. Ms. Still- Yes, Mrs. Halpin-Brophy- Yes, Mr. Collins- Yes, Mr. Hockley- Yes, Mr. Kendall- No, Mrs. Stoner- Yes. Mr. Shildt was absent for the meeting. By majority vote, the contract is accepted.

**Adjourn** –Mrs. Halpin-Brophy made a motion to adjourn that was seconded by Mrs. Stoner. The motion passed unanimously. The meeting adjourned at 9:00pm.

Respectfully Submitted,

Sara E. Jarrett  
Borough Secretary/ Treasurer