

CALL TO ORDER

Council President James Collins II called the August 8, 2016 Borough Council meeting to order a 7:00 p.m. Council and guests stood and recited the Pledge of Allegiance to the flag.

MEMBERS PRESENT

James Collins II, Leroy “Cork” Shildt, Deborah Halpin-Brophy, Pam Still, Ed Kendall, Matt Hockley, Borough Administrator Cheryl D. Smith, Solicitor Mark Allshouse and Mayor P. Scott Boise

MEMBERS ABSENT Lois Stoner

APPROVAL FOR PAYMENT OF BILLS

Deb Brophy made a motion to approve payment of the bills. The motion was seconded by Matt Hockley. Motion passed unanimously.

APPROVAL OF COUNCIL MINUTES-JULY 11 AND JULY 28, 2016

Deb Brophy made a motion to approve the minutes of July and July 28, 2016 minutes. The motion was seconded by Matt Hockley. Pam Still indicated she had an addition. When Ms. Still was responding at the July 11th Council meeting, the tape recorder stopped and was responding to one of Deb Brophy’s questions. The question was that Ms. Brophy stated she did not see the two different banners that Council was voting on but it should have come to Council and has a formal vote. Pam Still responded by saying the banner did in fact come to Council at the February 25th Council Committee meeting. Two banner examples were passed around, one white background banner and one rust background. Ms. Still stated Council chose the rust banner done by Amanda Bradley from Keystone Signs. Pam even remembered a comment made by Ms. Brophy and Annan Hollinger who was in attendance that if Keystone is not getting the job of printing the banner that she needed permission to use their artwork. The banners have been reported on at 5 Council meetings and multiple Committee meetings under the Revitalization report. Motion passed unanimously.

PUBLIC OPINION SESSION

Richard Beishline, 315 N. Baltimore Avenue, Apt. #2, Mt. Holly Springs stated he was trying to find someone that does residential home inspections. Mr. Beishline stated his home is ready to cave in and nothing is getting done and he is not allowed to do it according to the landlord. Mr. Collins stated Council is in the process of adopting the Pennsylvania Property Maintenance Code and a rental inspection system. They have not done so yet. There are a number of home

inspectors that could do it and issue you a report. Mr. Beishline indicated he needed a couple of reports. He is sleeping in the living room because the bedroom ceiling is going to cave in. Mayor Boise asked if he addressed the issues in letter form to his landlord. Mr. Beishline stated not in letter form, but over the phone. Mr. Beishline stated his landlord has threatened him if he said anything he would take his car and hold that against him and evict him and do all these terrible things and sue him. Deb Brophy suggested taking pictures. Mr. Beishline stated he does have pictures. Pam Still stated there are some books at the library that could give him some guidance as to what to do. Mr. Beishline asked what his legal right was. Mark Allshouse stated the Borough does not have the right to regulate landlord/tenant relationships. Council cannot tell him his rights because they can't regulate them. Council suggested Mr. Beishline contact a realtor for a name of a home inspector.

SOLICITOR'S REPORT

Mark Allshouse had provided Borough Council with his report. There have been no new litigation issues and have been the day to day questions.

Mark Allshouse stated he has been attending the Planning Commission meetings and helping them with wording and phrasing for re-zoning.

*******COMMITTEE REPORTS*******

PLANNING & ZONING

Pam Still reported Joe is putting together a written procedure on how they would handle plans that are submitted to the Borough.

Joe Andreatti stated in the past, plans came to the Planning Commission and they were called conditionally approved so they were not correct or fully in accordance with the Zoning Ordinances of the Borough. Mr. Andreatti stated it should come to the Planning Commission and reviewed and is then checked against the Zoning ordinance and anything that is not in compliance gets sent back to them. They then bring the plans back corrected from the Planning Commission. When the corrections are done should they get approved at Planning and then go to Council. Mr. Andreatti went over the memorandum of understanding with Steve Blair.

Mark Allshouse stated there may be some third party approvals that may have conditions, but as far as applicable to the Borough ordinances and what the Borough could control should be cleaned up. Mr. Allshouse indicated let the Planning Commission do the hard work of getting the developer squared away first.

Matt Hockley asked Joe about the permit time when the permits are taken up that is not signed but it is already have the placard. Joe indicated they have to have a placard for a MDIA so he knows they have seen their plans and have had their code review for commercial and residential from a licensed inspector and then it comes back to him to fill it out and sign it.

Jim Collins would sign the Letter of Understanding and send it to the Planning Commission.

Joe Andreatti reported the SAM (System for Award Management) number has renewed and is a number you need for any kind of grant received.

Joe Andreatti reported Brehm-Lebo has finished the survey for the subdivision. Jim Collins asked what the next step would be. Mr. Andreatti replied it would need to be recorded. Mark Allshouse stated it would have to go through the Planning Commission and then the Borough just like all other plans.

Joe Andreatti reported he talked to County about the changes that were discussed at the last Planning Commission meeting that would be instituted. They found some language that somehow was removed from the Zoning Ordinance.

Joe Andreatti reported he and Craig talked about a Community Development Block Grant. The application would be coming due and is a \$30,000 grant and is 80%-20%. It is federal funding and could be rolled against any kind of State, County or private funding. The application is due on August 27th. Mr. Andreatti stated he would have to check but he understands you get the money next year but it could be used for 2018 projects.

Deb Brophy made a motion apply for the Community Development Block Grant. The motion was seconded by Pam Still. Ed Kendall wanted to be clear what he was voting on. Jim Collins stated they were voting on to go ahead and apply for the grant and the Borough would end up putting up \$6000 toward a grant total of \$30,000. Ed Kendall asked what the grant is for. Joe Andreatti stated it was for the Community Block Grant. Jim Collins added the Borough could leverage that \$30,000 as match on another grant of a larger amount for a larger project. Motion passed unanimously.

Joe Andreatti would contact Craig and get the paperwork done. Pam Still stated Craig was willing to do this for free. Pam asked him he would charge and he did not ask his boss. Craig indicated it would be hundreds and Ms. Still stated that is extremely reasonable.

Joe Andreatti reported Paul Rampulla has issued a conditional occupancy permit for Troy Russell. Even though the house is not done, they would be moving in.

Joe Andreatti reported the Borough is still current on all the building inspections. Mr. Andreatti stated he has a roof collapse on a mobile home and has to figure out how to condemn the building. There is nothing in the Borough ordinances for commending a building. Jim Collins indicated he thought whoever owns the property would be responsible for getting rid of the trailer. Ed Kendall suggested contacting Tim Yingst the fire chief.

PLANNING & ZONING

Dr. Lindsay Varner, 38 White Oak Drive, Dickinson Township addressed Council on the Greater Carlisle Heart & Soul Project. Dr. Varner stated they have collected about 600 stories from across greater Carlisle and that includes Mt. Holly. They have collected a lot of information about what people love in terms of landscape, recreation, agriculture and the outdoors on preserving and protecting it. On September 10th they would hold Open Heritage Day. There would be an organized bike ride from Newville to Shippensburg on the Rails to Trail. The same thing would happen on the Allen Road stretch and is a one mile walk. The other is a

self-guided cycling or driving tour and starts in the Carlisle Borough and follows the Civil War Trail into Mt. Holly Springs to the cemetery where there would be a small map where people can walk around to the union soldier and confederate graves. From there it would go over to the AME Zion Cemetery off Mountain Street and talk about the history of the Underground Railroad. The tour would then continue into Boiling Springs. Dr. Varner also indicated there would be an organized talk at approximately 4:00 p.m. There would be a bus trip from the Historical Society to the AME Zion Church off Mountain Street.

Dr. Varner reported there would be a guided walk through the Holly Marsh Preserve.

Pam Still made a motion to accept the resignation of Heath Goodyear on the Planning Commission. The motion was seconded by Matt Hockley. Motion passed unanimously. Jim Collins asked if the resignation was in writing. Ms. Still stated he sent an email to Steve Blair and her but they could not print it. His term ends 12/31/16 and he is moving from the area.

Pam Still reported the website design is complete and the balance of the proposal cost is \$400 and that would be released. Joe Andreatti would be taking over managing the website.

Pam Still asked the Solicitor in a five person Planning Commission, may one of the vacant positions be filled with another Council person other than herself. Mark Allshouse indicated he believed so, yes. Pam Still stated if anyone on Council would like to fill the position, please talk to Jim Collins first. Ed Kendall indicated he had two names. Mr. Collins asked they call him.

Pam Still reported County is done with the draft Zoning. Steve Blair needs a few more days to put the corrections on the website link. He would like Council to spot check the changes to make sure nothing has been missed. Pam Still stated they would be ready for advertising for a public meeting. Mark Allshouse stated a public meeting is where Council would take public comment on proposed ordinances and not a hearing. Under the MPC the Borough is required to have a public meeting prior to the hearing on the Zoning ordinance. Jim Collins asked if it had to be at a Council meeting. Mr. Allshouse replied it does not have to be at a Council meeting and can be anytime. Jim Collins asked if could be at a Planning Commission meeting. Mr. Allshouse replied the meeting would have to be advertised for the purpose of discussing the pending zoning prior to the hearing meeting to adopt the ordinance. Jim Collins asked how long prior. Mr. Allshouse replied no requirement but as soon as it is done, after that occurs is when you go to formal advertising and postings, so it would be 30 days in between those, roughly. Jim Collins asked when the Borough would be posting. Mr. Allshouse stated the posting would need done because there is a text change and a map change. When this starts the Borough would be looking at 90 days minimum until the vote. When it is advertised and posted there is something, not less than 7 and no more than 30 and Joe has to have time to do it. Mr. Allshouse indicated there would be 100 and some signs needing to be made and posted to the properties. Letters would also need sent out. The next recommendation to the Board is to set a meeting date and advertise to take public comment on the zoning ordinance. Jim Collins asked if the Solicitor was suggesting the posting be done before the meeting. Mr. Allshouse stated before the hearing and not the public meeting. Borough Council needs to set a date, advertise to the public that on this day, Council would be taking public comment on the

pending zoning ordinance. It's not going Council is enacting it or voting on it, Council is just taking public comment. In that meeting, an agenda item is going to be a public comment on the zoning ordinance then asks if anybody has anything then when it is over move on to the next item.

Matt Hockley asked if they could have it at a committee meeting. Mark Allshouse stated as long as it is advertised for a set time on a set day it would not matter. Jim Collins asked if it was possible to advertise for the meeting to be actually two meetings, one advertised for public comment at the Planning Commission meeting as well and three days later at the Borough Council meeting. Mr. Allshouse stated if they do that they would have to have the liaison from planning show up so that what they heard at Planning is carried over to Council. Matt Hockley asked why would you have two meetings. Jim Collins stated he was right and as long as Steve was available to be at the meeting. Mr. Allshouse indicated he may not show at the seconded meeting because they brought it up at the first meeting. Pam Still asked if it would be performable to have it at planning since Council committee has other business and Steve Blair would definitely be at planning meeting and would there be an advantage. The next Planning Commission meets on August 22nd and would that be too soon. Mr. Allshouse stated as long as it gets advertised and sent plenty of notice, more than a week. Council decided to conduct it at the Planning Commission meeting on August 22nd at 7:00 p.m. Matt Hockley stated he could not attend the meeting. Jim Collins asked Cheryl to advertise the meeting.

Pam Still reported they are still looking for an alternate.

WCOG Report-Pam Still reported August 20th, Cumberland County will hold a Hazardous Waste drop off from 9-3 at the Allen Road facility.

Pam Still reported she had some updates on projects that are being worked on. The 2 park benches that were donated by Giant are in the Borough maintenance building. Alert Pharmacy has granted permission to put one adjacent to the picnic table downtown. The second park bench would go in front of the yoga place. Cork has given Jim permission to assemble the benches. Giant requested a photo op at some point.

Pam Still reported as far as the banners, they are closing in on the end process. In order for the funding to be processed GHAR (Greater Harrisburg Area Realtors) are being asked by their national office to come to Mt. Holly and do volunteer community work to get familiar with the town. Warren and Cathy have volunteered at the August 20th Community Fun Day at the library.

Pam Still reported last year they went to County and picked up recycling containers for the Fireman's Fair. This year County is charging .50 per bag and Ms. Still asked if they could use Borough bags. Cork Shildt told Pam to ask Jim for bags.

Pam Still reported there are several people interested helping for Heritage Day. Pam Still asked Dr. Varner if someone would be needed at the AME Church. Dr. Varner stated it would be a bus tour.

Pam Still reported DCNR and DEP are offering grants to assist land owners with planting trees along the streams. There is a \$500,000 pilot grant program and would improve local water quality and habitat. There is also a grant should a resident want to install a rain garden on their property. The grant is an 80-20.

Pam Still asked if anyone has a picture of the rollercoaster that was at the Holly Lake.

Revitalization Report

Jim Collins reported the Revitalization Committee was organized to do the streetscape and the Baltimore Avenue upgrades. It has completed its mission and it is only fitting that it be dissolved. Mr. Collins stated it was never set up to be a committee of Council. Cork Shildt stated they had a meeting a couple of weeks ago and what has happened between then and now. Mayor Boise stated he did understand why they are disbanding. The committee was made up of volunteers although it was non-structured. The people who have been part of that revitalization group have done a lot for the Borough and have given their own time with no compensation, just to make things better. Mayor Boise stated he was not sure getting rid of the Revitalization committee is something the Borough needs to do.

Cork Shildt asked who would see the projects through. Matt Hockley stated if the Council never formed the committee, how could Council dissolve a committee they are not in control of and is all volunteers. Mayor Boise indicated if that is going to be the case, then may they should look at forming something new with a structure, not necessarily tied to the Borough, but still a group of people that could carry forward.

Deb Brophy asked what would now happen to the \$9000 that is sitting in a bank account that was raised for the revitalization. Who would be held accountable for the money? You can't do expenditures out of the money.

Mayor Boise stated he made a comment that Borough Council and the Revitalization have done a lot for the Borough in the past three or four years. A person came back and asked for a list of the things that have been done. Mayor Boise indicated he does not have to do that and he won't. He does not want to see this go away.

Cork Shildt asked again, what happened between the last meeting and now. Pam Still stated they had a lot of negativity and they had two members say they were not interested in being a part of all the negativity. They are a part of the volunteers and they feel they were doing the right thing. Ms. Still always felt they were above board and they had the best interest for the Borough, but it was extremely negative. Cork Shildt stated the biggest negative was the roundabouts and that is pretty well down. Pam Still went on to say to be in the Revitalization Committee never meant that you were pro roundabouts. They promoted the plan as Craig wrote it to solve problems and it did not mean they endorsed it one way or another but they go a beating over it. Ms. Still stated they go a beating over it and this was no way to treat volunteers. Ms. Still indicated she thought maybe they could re-group because one thing made clear to her is everybody on Council has a lot of responsibility in their own areas.

Pam Still indicated maybe they should just have a meeting. Joe wants to do Veterans Park and Chuck has taken time off work to sit in the audience. Cork Shildt stated there is already

have a date set for the next meeting. Ms. Still indicated two people have quit after the last meeting.

Chuck Crone stated in the last three years, his company developed the Borough's brochure and one of his employees was paid to do that. He has put a lot of time, effort and money into this just to get beat up to get such negative feedback which was un-educated. They did not look into what they were talking about before they opened their mouth. Mr. Crone stated he has been up and down N. Baltimore Avenue cleaning and weeding. They cleaned businesses and should have not had to do that. The next revitalization meeting was scheduled for August 17th at 7:00 p.m. at the Borough Office to satisfy those who could not make it at noon.

HEALTH, SAFETY & WELFARE No report

Mayor's Report-Mayor Scott Boise presented the monthly statistics to Council.

Jim Collins had talked to the Chief and one item down on the budget was accident reports. It is largely because there have been a reduction of accidents in the Borough 80% over the last year.

PUBLIC WORKS

Matt Banano of HRG presented the Hill Street drainage proposal. Originally the Borough was looking at a USDA search grant. HRG looked at the existing drainage patterns on Hill Street. That funding source would only get the Borough a preliminary type design funding. HRG would recommend Pennvest funding based on the financials of the Borough and the size of the project the Borough is eligible for, but on guaranteed a 100% grant for this project. The Borough would have to have completed plans, all the permits in place and an application into Pennvest before they would look at providing the 100 % grant.

Matt Banano stated HRG's understanding of the issues that there is a lack of drainage and how they would improve that. They went through each step and laid out each of the services. HRG would field surveying and would try to locate all the existing drainage features and check their condition and see if they could be reused or upgraded. HRG would do SUE (Sub surfacing Utility Engineering) to locate all the existing utilities within the street. They would then go to the preliminary design and would include all the permitting such as animal and plant species, wetlands, historic structures. HRG would then design the pipe system and try to make it as large as possible based on the conditions and utilities. They would then apply for the permits. One being General Permit 11 from DEP and the other would be the National Pollutant Discharge Elimination System (NPDES) Permit and would come from the County Conservation District. The next steps would be the utility coordination, the highway occupancy permit, ADA sidewalk design, final design and a cost estimate. The next phase would be the Pennvest submittal. Mr. Banano indicated the next phase would be right-of-way acquisition services with Holly Inn. The next two deadlines for Pennvest are November 2, 2016 and February 8, 2017. The timeline depends heavily on the regulatory approve process.

Mr. Banano stated phase 1-5 would be \$116,000 and Phase 6, the right-of-way acquisitions would be approximately \$3850.

Mark Allshouse stated in the event the Borough is not 100% fully funded, they could go back the USDA loan but there would be fees associated with that also.

Matt Hockley suggested budgeting the amount for next year and waiting until November 2, 2017 to submit to Pennvest.

Jim Collins asked Council to review the documents and come back at the August 25th meeting with some recommendations.

Cork Shildt reported the green-light-go grant has a change to it. Instead of 50% they would require 20%. The Borough's share would be almost \$9,000.

Cork Shildt made a motion to let PennDot know that the Borough is interested in the 20% grant for the Green-Light-Go grant. The motion was seconded by Deb Brophy. Mark Allshouse stated his understanding is the 20% is effective next year and if you receive the grant this year at 50% match the Borough could re-apply next year with no guarantee of obtaining it. Mark Allshouse stated if he is wrong, he asked Council to make a conditional motion that if he is wrong that way Council would not have to go back. If the 20% match is this year or next year. Cork Shildt stated PennDot wanted to do this job because this is a critical corridor and a tremendous amount of truck traffic and they what has happened to that pole in the past. Pam Still asked if this would be on liquid fuels. Mr. Shildt replied it could be, but he was going to budget it. Mr. Allshouse again stated the Borough would have to re-apply with no guarantee acceptance but the grant money goes down. Motion passed unanimously.

Cork Shildt reported the Borough is only getting 75% of the emergency snow removal money instead of the 100%. The Borough would get \$9800.

ADMINISTRATIVE, FINANCE & BUDGET

Deb Brophy made a motion to set a page aside in memory of Doug Landis. The motion was seconded by Matt Hockley. Motion passed unanimously.

Deb Brophy made a motion to approve the Group Activity Permit for the Holly Festival Day, September 17, 2016. The motion was seconded by Cork Shildt. Motion passed unanimously.

Deb Brophy made a motion to appoint Kathy Landis to the unexpired term of Doug Landis to expire 12/31/18. The motion was seconded by Matt Hockley. Motion passed unanimously.

PARK & RECREATION

Jim Collins reported the dedication of the new flag pole and raised flower garden was completed thanks to the Eagle project of Malachi Klocek.

Jim Collins reported Council should have copy of the proposed Butler Street walking trail.

Jim Collins reported the Tree Revitalize Grant Application needs to be in by September 1st. Lois is working with Joe on the grant.

Jim Collins reported a letter of thanks to the Mt. Holly Church of God would be sent.

Jim Collins reported Lois would talk to Scott Shirey about a letter or plaque of recognition for Kathryn Rynard's dedication to the beautification projects in the Borough.

Jim Collins reported Mrs. Stoner is waiting to give forester Mark McNaughton the okay to go ahead with his bid for trees at Trine Park.

Jim Collins reported Park & Rec has received 41 vendors as of August 4th for Holly Festival Day.

OTHER BUSINESS FOR COUNCIL

Ed Kendall stated he would like to make a correction to the statement he made in the Council meeting on June 13, 2016. Mr. Kendall indicated this was about the signs that were up around town. It has come to his attention that he was wrong when he stated several citizens, when actually there was only one. It was also brought to his attention that during the phone call, he was informed there was no threat of a citation made. Mr. Kendall stated he stands corrected and submitting the statements to be effective in the minutes. Mr. Kendall stated he was sorry if he offended or upset anyone with his remarks. He hopes anyone that offended or upset can find it in their heart to forgive him. It is the Godly way to be and he wants to be as godly as he can.

Jim Collins asked Mr. Kendall to give a copy to Cheryl so Pat can transpose it off that as opposed to listening.

ADJOURN

Deb Brophy made a motion to adjourn the August 8, 2016 Borough Council meeting. The motion was seconded by Matt Hockley. Motion passed unanimously.

Respectfully submitted,

Cheryl D. Smith
Borough Administrator

Transcribed by:

Pat Fisher
Utility Billing Clerk

This page has been set aside in memory of Doug Landis