

**MINUTES OF NEW SALEM BOROUGH  
COUNCIL MEETING  
January 7, 2020**

The New Salem Borough Council met in Regular Session on Tuesday, January 7, 2020. President Mundorf led those in attendance with a Pledge to the Flag. The meeting was called to order at 7:00 PM.

**BOROUGH COUNCIL PRESENT:**

Kim E. Martin  
Peter E. Partridge  
Susan P. Barley  
Edward R. Mundorf  
Harvey E. Thumma Jr  
Cecilia Harvey  
William Baldauf

**ALSO PRESENT:**

Andrew N. Shaffer, Secretary  
D. Michael Craley, Solicitor  
Clarence R Lloyd, Mayor

**ALSO ABSENT:**

Jeff Spangler, Holley & Associates

**BOROUGH COUNCIL ABSENT:**

**Public Comment / Visitors**

Stephanie Mundorf, Tax Collector, was present to question who will be the additional signer on the tax collection account. Susan P. Barley, made a motion, seconded by Peter E. Partridge, to authorize Vice President Baldauf as the Borough signer on the tax collection account. Motion Carried.

**Approval of Minutes**

**December 2020**

The Minutes of the Regular Council Meeting held December 3, 2019 were presented to Council for their review. Harvey E. Thumma Jr., made a motion, seconded by, Peter E. Partridge to approve the minutes as presented. Motion Carried.

**West Manchester Township Police Department**

Chief Snyder provided the activity report for the month of December 2019 as well as call history graphs for the last three years.

**Engineer's Report**

Nothing additional at this time.

**Solicitor's Report**

Solicitor Craley updated Council on a draft Franchise Agreement with Comcast. A public hearing will be scheduled for February 4, 2020 at 7:00 PM.

## **Unfinished Business**

### Dollar General Land Development Plan

Secretary Shaffer informed Council that the outstanding approvals needed have not yet been received. While NPDES approval has been received, the Highway Occupancy Permit from PennDOT has not been issued. The applicant is currently working to post public improvement security.

### Police Service Survey

Secretary Shaffer provided a copy of the letter sent to West Manchester Township regarding the termination of the police service contract.

## **New Business**

### PSAB Training Subscription Program

Peter E. Partridge provided Council with information regarding PSAB's new training subscription program which allows all Councilmembers to attend webinars, training programs, and provides a discounted rate for the annual conference. Susan P. Barley, made a motion, seconded by William Baldauf to approve the expense of \$450 for the Training Subscription Program by PSAB. Motion Carried.

Additionally, Peter E. Partridge, made a motion, seconded by Susan P. Barley to authorize the attendance and expense reimbursement of any Councilmembers interested in attending PSAB's Newly Elected Officials Boot Camp. Motion Carried.

### Approval of Resolution 2-2020 - Setting the Miscellaneous Fee Schedule for 2020

Kim E. Martin, made a motion, seconded by Harvey E. Thumma Jr, to approve Resolution 2-2020 which establishes the Miscellaneous Fee Schedule for 2020. Motion Carried.

## **Financial Statement**

### Period Ending December 31, 2019

Harvey E. Thumma Jr, made a motion, seconded by Edward R. Mundorf, to approve the financial statement as presented. Motion Carried.

### General Fund

Peoples Bank Savings Account	\$ 59,292.11
PLGIT Checking Account	<u>\$139,689.02</u>
Total General Fund	\$198,981.13

### Highway Aid Fund

PLGIT Checking Account	\$ 23,966.81
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### Sewer Fund

PLGIT Sewer Construction Fund	\$ 15,965.38
Peoples Bank Sewer Fund	<u>\$181,501.83</u>
Total Sewer Fund	\$197,467.21

## **Correspondence and Reports**

### Secretary's Report

#### *End of Year Financial Report*

Secretary Shaffer provided an end of year financial report to Council. The report provided a budget versus actual for each fund and represents accounts before the financial audit.

### Zoning & Code Officer

Zoning Officer McLucas provided reports for the month of December.

### Mayor's Report

Nothing to report at this time.

### Committee Reports

Discussion took place regarding the status of the gas station and PennDOT's anticipated overlay project for Main Street.

### Around the Table

Nothing additional at this time

### Meeting Notification

Susan P. Barley, made a motion, seconded by Kim E. Martin to authorize Secretary Shaffer to communicate with the Council President regarding any meeting date or time change as a result of inclement weather. Motion Carried.

Hearing no further business, the meeting was adjourned at 7:47 PM until the next Council Meeting on February 4, 2020 at 7:00 P.M.

Respectfully submitted, Andrew N. Shaffer, Secretary