

MINUTES OF THE NEW SALEM BOROUGH COUNCIL MEETING

December 3, 2024 at 80 N. Water Street, York New Salem, PA

The New Salem Borough Council met in a regular session on Tuesday December 3, 2024. The meeting was opened at 7:00 PM by Pres. Martin followed by prayer and pledge to the flag.

COUNCIL MEMBERS PRESENT

Kim E. Martin, Pres.
William Baldauf, VP
Peter Partridge, Pres Pro-tem
Sue Becker
Harvey Thumma Jr.
George Donavos
Bryan Pugh

BOROUGH OFFICIALS PRESENT

Edward Mundorf, Mayor
D. Michael Craley, Sol.
Judy Albright, Sec/Treas.

David Lipinski, Eng

BOROUGH OFFICIALS ABSENT

Samantha Craley, Asst. Sol.
Michael Hammers, BCO
Jeff Koons, Z&CEO

Note the following abbreviations

“Pres” = Council President

“CM” = Council Member

“ST” = Secretary Treasurer

“Eng” = Engineer

“Sol” = Solicitor

“BCO” = Building Code Officer

“Z&CEO” = Zoning & Code Enforcement Officer

1. OPEN MEETING

2. ENGINEER’S Report

a. ADA Ramps – still no approval from PennDot

b. Status of Road and Storm Sewer Repair – has been completed by Kinsley and he has the approval for payment. There are 2 payment - #1 is for the quoted amount of \$112,157.50 less the 10% retained leaving a balance of \$100,941.75. (Actual quote was \$97,901.00 plus a change order of \$12,000.00). **On a motion by CM Partridge, seconded by CM Donavos and unanimously carried**, this amount is authorized for payment. #2 is for \$11,215.75 which is the retained amount and for additional as-built quantities. **On a motion by CM Partridge, seconded by CM Pugh and unanimously carried**, this amount is authorized for payment. Final part to payment is authorization for Pres Martin to sign the Owner Change Orders. **On a motion by CM Partridge, seconded by CM Pugh and unanimously carried**, the President is authorized to sign the forms.

Eng. Lipinski further indicated he worked on the LSA grant which has been submitted for curbs and sidewalks.

3. Z&CEO’S Report – absent but report filed.

4. BCO’S Report – absent no report

5. PUBLIC Comment– Jan Noss resident made a comment on how well VP Baldauf handled the November 21st meeting in the absence of the President. Pres Martin indicated she spoke with Kyle Dunlap, of the Lions Club and he reports the club may be purchasing a cabinet to keep their items in that will be kept in the rear of the meeting room.

Mike Messinger – Robin Hood Dr. reported on behalf of North Codorus Township Fire Co that if there are things in their contract that need to be changed, they would be willing to meet with Borough officials. Pres Martin indicated that at the last meeting it was decided to wait on a contract with the Township Fire Company but there is an item on the agenda for a donation to them.

Stephanie Mundorf – Sherwood Dr had questions about the budget. She asked what the \$3000 for Civil Celebration was for and was informed it is for the York County and Borough centennial celebrations. She further questioned highway maintenance budget of \$5000 showing \$4600 spent this year. She wondered why there was no budget for sewer repairs and was informed we don't budget for those repairs as there is plenty of money in the sewer fund for such repairs. Her final question was the budget line item for salaries is blank. CM Partridge showed her the total is on the budget but as a total which is the way Quickbooks calculates it.

6. Matters of the Borough

a. Fire – Pres Martin asked the council members to come up with a figure as a donation to the North Codorus Township Fire Company for their service during the year. Pres Martin further asked each council member their opinion on an amount to be donated to North Codorus Township Fire Company and discussion ensued. It was decided to send \$4,000 directly to the North Codorus Township Fire Company for their services in year 2024. **Motion made by CM Thumma, seconded by CM Baldauf and unanimously carried.**

b. Sewer- ST Albright is awaiting the York Water Co report with delinquencies for 11/30/2024. Then letters will be generated to those with delinquencies.

c. Highway – nothing

d. Building – camera installation – CM Pugh has found someone to help with the installation and they will be attempting to get them installed after the first of the year.

e. Police – ST Albright spoke with Sgt. Irwin regarding how stray animals should be handled in the Borough. He was provided the information for BARK. Chief Lash also indicated there are police support signs available at a cost of \$10 and a flag for \$15. Anyone interested in obtaining one could contact his department or Kathy Burchfield. Profit from the sale is donated toward the Explorer program.

f. Sidewalks – nothing

g. Personnel – will be handled at end of meeting to go into Executive Session for employment issues

7. Approve November 12th and November 21st Council Meeting Minutes – Mayor Mundorf found one correction to the minutes and after this change **on a motion by CM Partridge, seconded by CM Thumma and unanimously carried**, both minutes were approved.

8. SOLICITOR'S Report – Mayor Mundorf pointed out that last month the Solicitor indicated the Agenda would need to be posted at the municipal building but he has learned that it also must be posted on the website 24 hrs in advance.

9. UNFINISHED BUSINESS

a. Adopt 2024 budget and sign Tax Levy Resolution – Mayor Mundorf voiced his concerns again about the budget and CM Thumma agreed with him. Pres Martin reported the budget had been advertised and ready for adoption. **On a motion by CM Partridge, seconded by CM Donavos and carried (Thumma voted no) the 2025 Budget is approved.** **On a motion by CM Partridge, seconded by CM Donavos and carried (Thumma voted no) the Tax Levy Resolution is approved and will be signed with no tax increase for 2025.** Pres Martin and ST Albright signed it, Mayor Mundorf signed it but indicated he is not agreeing with it.

Stephanie Mundorf spoke again asking about the \$10,000 that was discussed at the August 22, 2024 meeting as she did not see it on the budget. Pres Martin and CM Partridge both indicated this was only a possibility of the funds and the funds have not been received.

b. Emergency Management Coordinator – CM Donavos volunteered to apply for the position. Scott Lackey who handles this for Seven Valleys Borough is willing to fill in till someone can be appointed for New Salem Borough. Mayor Mundorf questioned why the Mayor would not handle this and then indicated he would be interested in handling the position. Since the appointment needs to be handled by the State, the information needs to be sent to the York County EMC who would then pass it on to the State for recommendation. **On a motion by CM Baldauf, seconded by CM Thumma and unanimously carried,** a letter is to be drafted to the York County EMA to recommend Ed Mundorf as the Borough EMC.

Pres Martin indicated she spoke with C.R. Lloyd's widow and it was indicated there were 2 radios somewhere. Tim Byers with New Salem Fire Co advises the base station is in the fire hall and he will check on the other units.

10. NEW BUSINESS

a. Use of Social Media – Sol. Craley informed everyone that you cannot keep public comments from social media unless they are threatening or use foul language as these are Facebook standards. You cannot block people from commenting if it is a public site.

b. Credentials for Facebook – Pres Martin again asked Mayor Mundorf for the login credentials for the administrator for Facebook which he holds. Mayor Mundorf indicated the Facebook page is linked to his page as administrator. Pres Martin indicated that the page should be under the secretary as administrator. The previous secretary Erika should be removed as an Editor. Mayor Mundorf is to check into the matter.

c. Hazard Mitigation Plan Resolution from York County Planning – A Resolution was presented by York Co Planning for all municipalities to adopt so there is one uniform Hazard Mitigation Plan throughout the County. **On a motion by CM Partridge, seconded by CM Baldauf and unanimously carried,** the Resolution will be signed.

d. Approve meeting dates for 2025 – ST Albright presented the dates for Council Meetings and also Planning Commission and Committee Meeting and Workshop sessions. Mayor Mundorf questioned the November date since that is election. ST Albright indicated in previous years the Borough did not change it since elections are not held in the Borough office. Also, if it is held later it is getting impossible to get the budget advertised in time due to the shortness and holiday schedule. **On a motion by CM Partridge,**

seconded by CM Pugh and carried (Thumma voted no) the meeting dates are approved and will be advertised.

d. PennDOT Municipal Officials Response Form for square – the form was received and needs to be completed and returned to PennDOT. On a motion by CM Thumma, seconded by CM Pugh and unanimously carried, the secretary is authorized to complete the form and return and if she needs any help to contact the Engineer.

11. TREASURER’S Report– On a motion by CM Partridge, seconded by CM Becker and unanimously carried, the treasurer’s report is approved.

12. SECRETARY Report - Still no definitive answer from Met Ed regarding the street lights in Sherwood Forest II. She received the invoice from PSAB for magazine subscriptions and asked anyone interested in their own copy to let her know. (No one spoke up), Her report is filed.

13. MAYOR’s Report - No physical report. Pres Martin asked him if he had written the letter he volunteered to write to the library regarding the type of books in the children’s section. There was discussion maybe this should be handled in person. It was learned that the library in Spring Grove is part of the County Library System and if they accept funds from them, they would need to place the books the County Library System wants.

14. AROUND THE TABLE – CM Baldauf questioned leaf pickup today and will they still be coming around December 9th. Everyone agreed the contract requires them to make the final pickup on the 9th. Nothing from CM Thumma, CM Pugh, CM Becker and CM Partridge. CM Donovas indicated while he is deployed next year he would like to donate his salary to NYCRPD. Sol. Craley informed him he would need to accept the check, then sign it over to the police or write a check of his own. Since he will be out of the country it was suggested that if he has a power of attorney while gone that they handle it.

At 8:40 PM the council recessed into an Executive Session for personnel issues. The public left the building.

Council meeting resumed at 9:05 PM. and the public was reinvited. On a motion by CM Thumma, seconded by CM Donavos and unanimously carried, the resignation of Jeff Koons as Z&CEO was accepted effective immediately. On a motion by CM Partridge, seconded by CM Becker and unanimously carried, an offer will be made to Michael Hammers, current BCO, to also handle the Z&CEO position at his present rate of pay. On a motion by CM Thumma, seconded by CM Partridge and unanimously carried. ST Albright will be appointed Assistant Zoning & Codes Enforcement Officer to assist with ordinance violation letters.

Consideration of salary increases – On a motion by CM Thumma, seconded by CM Pugh and unanimously carried, the compensation to Judy Albright will be \$21,000 salary per year.

With no further business, the meeting was adjourned at 9:10 P.M. Respectfully submitted by Judy Albright, Secretary-Treasurer.