

# MINUTES OF THE NEW SALEM BOROUGH COUNCIL MEETING

May 6, 2025 at 80 N. Water Street, York New Salem, PA

The New Salem Borough Council met in a regular session on Tuesday May 6, 2025. 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.  
Bryan Pugh

## ***COUNCIL MEMBERS ABSENT***

George Donavos – on deployment

## ***BOROUGH OFFICIALS PRESENT***

Edward Mundorf, Mayor  
Judy Albright, Sec/Treas.  
Michael Hammers, BCO  
David Lipinski, Eng

Note the following abbreviations

“Pres” = Council President

“CM” = Council Member

“ST” = Secretary Treasurer

“Eng” = Engineer

“Sol” = Solicitor

“BCO/ZO” = Building Code/Zoning Officer

## **1. Open Meeting**

a. Discussion for appointment of Solicitor – Pres Martin indicated the manner in which this topic would be handled and the order in which everyone would have the opportunity to speak. She advised that she had sent a packet with the attorneys’ profiles and proposal to all of council and mayor for consideration. When informing Samantha Craley that this consideration would take place at a recessed meeting on May 13, Ms. Craley indicated that they would be willing to forgo the May 6 meeting. Ms. Craley stated that a vote would be taken at the beginning of the meeting to appoint the new solicitor. Subsequently a letter was received from the Craleys indicating their acknowledgement of the change and absence from the meeting. Pres. Martin then asked for a motion to appoint Courtney M. Buechler, a member of the CGA Law Firm as the Borough Solicitor, which was made by CM Partridge, seconded by CM Becker.

Discussion was held for the voting members of Council where there was support from CM Partridge, CM Pugh, CM Baldauf and CM Becker. Discussion was then opened for Ms. Buechler to address Council and the audience to discuss her proposal for possible appointment to Solicitor. There were several members of the audience who presented questions to her.

Public Comment was then held for anyone attending. Several residents, including Stephanie Mundorf, Tobin O’Connor, Greg Trinks and Marlin Barshinger gave their thoughts. CP Martin then indicated she received an email from CM Donovas indicating his support for the solicitor replacement.

CP Martin then called for the vote. Motion passed with yea votes of CM Partridge, CM Pugh, CM Baldauf and CM Becker. CM Thumma abstained due to lack of information. Sol. Courtney Buechler was invited to join the Council Members at the table.

On a motion by CM Partridge, seconded by CM Baldauf and carried (CM Thumma abstained), Michael Craley and Samantha Craley were terminated as borough solicitors.

## **2. Engineer’s Report –**

a. ADA Ramps – still no approval from PennDot

- b. 2025 Road work project – After receiving partial approval of the grant submitted for road work, there was discussion on waiting to complete the project until we apply for another grant to cover the difference.
- c. Water Leak on Robin Hood – Eng Lipinski again checked the area and found nothing.
- d. Bid specs for roadwork - Council discussed applying for a new grant and waiting to complete the project however, they decided the Eng. should move forward with preparation of the bid specs as motioned at the April 1<sup>st</sup> meeting.

### **3. Z&BCO'S Report –**

51 N. Main St – the bank has now turned eviction action over to the York County Sheriff who has a backlog of work but should be taking action within a few weeks. Letters of violation were discussed with Sol. Buechler. Her recommendation is that the letter be sent to the present owner listing all violations. Z&BCO Hammers will prepare the letter to be sent.

4053 Robin Hood – complaint filed regarding the weeds and grass in the rear yard along with a pile of landscaping kept on the property. Z&BCO Hammers will check and take action if necessary.

3117 King Richards Ct – complaint for high grass and weeds. Z&BCO Hammers will check and speak to them.

Z&BCO Hammers indicated he is working on 2 pending permits, one for solar panels and another for driveway paving and extension. He also just received a street excavation request for 4050 Sherwood Dr. He has also been contacted regarding plan submission for the Wright property sold at auction in August, 2024. In researching the fee schedule it would appear the fees might not be enough to cover the actual costs. Council has asked Sol. Buechler to look into other municipalities' costs and subsequent Resolutions.

### **4. Public Comment–**

Stephanie Mundorf – 4070 Sherwood Dr – read a prepared statement of her displeasure of actions by Pres. Martin.

Tobin O'Connor – 122 S. Main St – voiced his displeasure with the actions of the Council and that the elections are only two weeks away.

Mayor Mundorf then indicated he has scheduled a public forum for the elected candidates to be held on May 13, 2025 from 7 – 9 PM at Genesis Church. He has asked one of the pastors to moderate. Pres. Martin indicated she would not be able to attend.

Greg Trinks – 112 S. Main St. then questions if anyone has given any thought to the increase in traffic in the borough due to the development of the Wright tract. Council indicated this has been a topic with PennDot for some time. It may take several years for any action to take place. Mr. Trinks indicated he observed a tractor trailer making a turn from George St. onto Main where they tore off the button at the square to change the light. C. M. High will be contacted.

CP Martin thanked everyone for their comments.

### **5. Matters of the Borough**

a. Fire – Brock Brown representing the fire co reported they are still working on completion of a training room, training was held in April, the tanker will get graphics on it and then for repairs prior to being put in service. The vice president met with an accountant regarding their Act 501C status but it may take up to 6 months to complete. They are still working on the Quickbooks and are working on a revised website.

Brock further read an apology prepared by Lori Crone upon being asked by the Mayor to do so. This is regard to past actions with the fire company and the borough. The Fire Company is looking forward to a good

working relationship with the Borough. They had 13 calls to which they responded to all of them. They responded to a fire call at 51 N. Main where the police cited the persons involved.

Mayor Mundorf questioned if this apology will now permit him on the property. Brock advised he would need to check and get back to him.

b. Sewer – nothing

c. Highway – nothing

d. Building- the AED is installed and CM Baldauf indicated he is now CPR certified and the use of the machine is fairly simple and there are detailed instructions on its use.

e. Police – Chief Lash presented the April report. There were 25 calls, traffic stops and numerous other calls. They also did a traffic study on Robin Hood Dr. and of the 674 cars in the traffic study, 3% were traveling over the enforcement level and the average speed was 28 mph. CM Partridge questioned if the Chief could include the time allotment on the monthly reports. Chief Lash indicated he would do that but at present there are 45 hrs banked for the Borough

f. Sidewalks – nothing

g. Personnel - nothing

**7. Approve April 1st Council Meeting Minutes** – Pres Martin explained that previous minutes did not include any attachments and minutes should just be a core history of meetings. **On a motion by CM Partridge, seconded by CM Becker and carried, the minutes were approved without attachments.** CM Thumma voted no. Pres Martin suggested that we revisit previous month's minutes to remove any attachments. Mayor Mundorf feels this could go back several months. This action will be tabled till the June meeting.

**8. SOLICITOR'S Report** – Sol. Buechler thanked the Board for her appointment. As needed, she will reach out to Council members to get their perspective on issues.

CM Thumma left the meeting at 9:40.

## **9. UNFINISHED BUSINESS**

a. Emergency Management Coordinator – Approval for Mayor Mundorf as EMC was received by the Governor, copy provided to all members. Mayor Mundorf indicated he contacted the former Deputy EMC in an effort to get the electronic files he may have. He was unsuccessful so he will proceed in preparing the electronic files needed.

## **10. NEW BUSINESS**

a. Request to park motor home on borough lot. Request received from Scott Grim to park his 35' motor home at the borough while he is visiting his sister who lives on N. Water St. After some discussion concerning the liability of permitting this request, no one made a motion to approve the request. Therefore the request is denied.

**11. Treasurer's Report** – **On a motion by CM Partridge, seconded by CM Baldauf and unanimously carried, the report is approved as presented.**

NEW SALEM BOROUGH BALANCE SHEET AS OF APRIL 30, 2025

**GENERAL FUND**

Orrstown Money Market	\$201,061.67
PLGIT Checking	57,012.92
PLGIT Prime Savings	216,725.67
<b>TOTAL GENERAL FUNDS</b>	<b>\$474,800.26</b>

**HIGHWAY FUND**

PLGIT Checking	23,390.41
PLGIT Prime Savings	9,319.41
<b>TOTAL HIGHWAY FUNDS</b>	<b>\$ 32,709.82</b>

**SEWER FUND**

PLGIT Construction	38,828.44
PLGIT Prime Savings	291,960.58
Orrstown Sewer Fund	54,659.58
<b>TOTAL SEWER FUNDS</b>	<b>\$385,448.60</b>

<b>TOTAL CURRENT ASSETS</b>	<b>\$892,958.68</b>
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**12. Secretary's Report** – Newsletter box installed on outside of building, Savvy Citizen will apply our credit for unused advertising to our 2026 subscription. Fire extinguisher in the building has been serviced, traffic fines were received, Orrstown new bank account will now be opened after the approval of the April 1<sup>st</sup> minutes, provided all with copy of article in PSAB magazine regarding changes to agenda, received complaint through PennDOT regarding the traffic light at the square and received complaint of tractor trailer being parked at a residence. This will be researched with Z&BCO Hammers along with a complaint of high grass at 85 W. George St and the junk sitting on the sidewalk at the businesses on the square. Received a letter from West Manchester Township regarding their new comprehensive plan.

**13. Mayor's Report** - the mayor questioned a change in the agenda after it was sent out on Friday with the packet. The change was made on Saturday, well before posting at the borough office and was corrected on the website. He also gave a report on his participation in the Special Olympics Swim program.

**14. Around the Table** – CM Becker and CM Partridge had nothing else. CM Baldauf reported he contacted PennDOT regarding a sign down and was very impressed on their quick response to correct the situation. CM Pugh questioned Pres Martin on the dog assault incident. She advised the owner was cited.

ST Albright provided an email address of [tips@nycrpd.org](mailto:tips@nycrpd.org) for any non-emergency calls to them.

Mayor Mundorf questioned if the announcement of his upcoming political forum could be posted on Savvy Citizen. This was referred to Sol. Buechler who will research and advise.

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