

2018-19
STRASBURG BOROUGH COUNCIL
AUGUST 14, 2018
MINUTES

Members Present: Mike Chiodo Ray Garraffa
 Jim Rice Dale Spaulding
 Bob Bennethum Dave Dunn (by phone)

Others Present:

Bruce Ryder, Mayor Lisa M. Boyd, Borough Manager
F. Steven Echternach, Police Chief Lynn Commero, LNP
Peter Rush

CALL TO ORDER AND PLEDGE TO THE FLAG: Council President Mike Chiodo called the meeting to order at 7:30 p.m., followed by the salute to the flag. President Chiodo announced that the meeting is being audiotaped and maintained until the minutes are approved. The Borough Manager took the roll call.

REQUESTS TO BE HEARD:

IT SECURITY OVERVIEW – PETER RUSH: Peter Rush was in attendance to review the IT security and stated that he has the Borough using Trend Micro Worry-Free Business Security, which is one of the top antivirus programs available and includes live updates. He also reviewed our backup procedures. The Borough Manager stated that our auditors are satisfied with the security and backup procedures we have in place.

MINUTES OF JULY 10, 2018: A motion was made by Jim Rice, seconded by Ray Garraffa, to approve the minutes of the July 10, 2018 meeting as printed. Motion carried with members Chiodo, Garraffa, Rice, Spaulding and Bennethum casting assenting votes. Member Dunn abstained from voting because he was not in attendance for the meeting.

REPORTS:

MAYOR – Mayor Ryder had nothing to report.

PRESIDENT – President Chiodo stated that he was contacted by Trevis Nickel, the new owner of 2 Miller Street, who stated that he did agree to the changes that were made at the HARB meeting but was bothered by some of the items that HARB wanted to change. He also relayed that his contractors encouraged him to work with HARB to come to a resolution that everyone is satisfied with.

MANAGER – The Borough Manager’s written report for July 2018 was received and accepted and she added that the stormwater project on South Jackson Street was completed today.

POLICE – The Police Department’s report for July 2018 was received and accepted.

PUBLIC WORKS – The Public Works report for July 2018 was received and accepted.

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ZONING OFFICER – The Zoning Officer’s report for July 2018 was received and accepted.

CONSENT AGENDA: A motion was made by Ray Garraffa, seconded by Bob Bennethum, and passed unanimously to approve the following items on the Consent Agenda:

PAYMENT OF BILLS IN THE AMOUNT OF \$141,848.31

HISTORICAL ARCHITECTURAL REVIEW BOARD CERTIFICATES OF

APPROPRIATENESS – 2 MILLER STREET AND 46 WEST MAIN STREET

ADOPTION OF 2019 BUDGET CALENDAR

UNFINISHED BUSINESS:

AWARD REBID 2018 PAVING PROJECT – S. JACKSON ST. (W. MAIN TO FUNK):

The Borough Manager stated that the paving project was readvertised, the stormwater project has been completed, and the paving will take place in September.

A motion was made by Dale Spaulding, seconded by Ray Garraffa and passed unanimously to award the 2018 paving project, for a portion of South Jackson Street (West Main to Funk) to the lowest bidder, Affordable Paving & Excavating of Lititz, PA, at a bid of \$39,462.43.

NEW BUSINESS:

CONSIDERATION AND POSSIBLE APPROVAL OF VESTIBULE PROPOSAL –

FRONT OFFICE: The Borough Manager stated that a vestibule for the front office has been discussed over many years for safety improvements and energy savings. She added that the Safety Committee is in support of the project and it will be the next project following the recent improvements to the Police Department.

A motion was made by Dale Spaulding, seconded by Ray Garraffa and passed unanimously to approve the proposal from Countryside Roofing & Exteriors for a vestibule in the front office at a cost of \$8,610 to be paid from the Building Reserve Fund as recommended by the Safety Committee.

CANDIDATES FOR CONSIDERATION AS FULL-TIME POLICE OFFICER: Dale Spaulding reported that the Civil Service Commission met last week and certified the list of candidates for consideration which were ranked in order of eligibility.

A motion was made by Ray Garraffa, seconded by Dale Spaulding and passed unanimously to approve the ranked list of candidates to be considered for hiring as a full-time police officer with the Strasburg Borough Police Department, as presented by the Strasburg Borough Civil Service Commission.

POLICE HIRING: Dale Spaulding stated that based on the list of certified candidates presented by the Strasburg Borough Civil Service Commission, he is recommending that we make a conditional offer of employment to the number one candidate, Robert Burns, pending results of the polygraph and psychological testing. Dale Spaulding stated that Robert Burns is an existing part-time officer with the Department and is recommending he start at the rate of a one-

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year officer at an annual salary of \$58,347.91, with his start date being between 10/1/18 and 11/1/18, based on the police chief and borough manager working out the budget details.

A motion was made by Dale Spaulding, seconded by Ray Garraffa and passed unanimously to select candidate Robert Burns (#1) to be hired as a full-time police officer in the Strasburg Borough Police Department.

GENERAL FUND PROJECTION AND THREE-YEAR BUDGET: The Borough Manager and Police Chief developed a General Fund Projection and Three-Year Budget document for internal use only which thoroughly outlines the effect on expenditures, including new hires in both the Public Works and Police Departments. The Borough Manager stated that she believes it is a good snapshot and noted that this document is based on projections backed up by evaluations of 10 years of historical data for larger revenue and expense items and she intends to continue to use and update this document for future use.

A motion was made by Ray Garraffa, seconded by Jim Rice and passed unanimously to approve the General Fund Projection and Three-Year Budget.

OTHER BUSINESS: None.

CITIZENS' COMMENTS: None.

ADJOURNMENT: A motion was made by Bob Bennethum, seconded by Dale Spaulding and passed unanimously to adjourn the meeting at 8:08 p.m.

Respectfully submitted,

Lisa M. Boyd
Borough Manager