

BOROUGH OF QUARRYVILLE – COUNCIL MINUTES

REGULAR MEETING – JANUARY 6, 2025

Borough Council held its Regular Meeting on the above date at 7:00 PM at the Municipal Building. Council President Joy Kemper called the meeting to order with the following persons present: Council Members Brian Braightmeyer, Cheryl Bowman, Susan Noel, and Diane Hastings. Borough Manager Scott Peiffer was also in attendance. Gerald Hassel, James Kreider, Mayor Anthony Cavallaro, JCP Parker Boos and Chief Erick Stone were not in attendance.

PUBLIC COMMENT: President Kemper took a few moments to recognize recently retired (12/31/24) Administrative Assistant Judy Aspril. Judy was recognized for 13 years of dedicated service to the Borough.

A motion to amend the agenda by deleting item 6 (g.) on the Borough Manager's Report was made by Councilman Braightmeyer and seconded by Councilwoman Hastings. The motion passed unanimously. The item was deleted because Committee and Liaison Appointments are only done on reorganization years.

Robin White from Gibbel, Kraybill & Hess gave a presentation regarding the potential petition for a zoning map change amendment for 302 and 308 West Fourth Street from the current R-1 District to C-1 District. Robin was representing resident Jeff Cramer of 308 West Fourth Street. Council had several comments and questions regarding the potential change. Ms. White was presenting the potential amendment to Council merely for discussion to gauge their thoughts on the idea.

APPROVAL OF MINUTES – December 2, 2024 COUNCIL REGULAR MEETING: It was moved by Councilwoman Noel and seconded by Councilman Braightmeyer that the minutes of the December 2, 2024 Council Regular Meeting be approved. The motion passed unanimously.

MANAGER'S REPORT:

Fire Police Request-Borough of Strasburg-Mud Sale February 22, 2025: A request was received from Strasburg Borough requesting Fire Police for traffic control at the Strasburg Fire Co. Mud Sale event on February 22, 2025. A motion to grant the request was made by Councilwoman Hastings and seconded by Councilwoman Bowman. The motion passed unanimously.

Resolution 2025-01- Appointment of Independent Auditor: A motion to appoint White-Rudy LLC as the Borough's independent auditor at a cost of \$16,500.00 was made by Councilwoman Bowman and seconded by Councilwoman Noel. The motion passed unanimously.

Resolution 2025-02 – Bank Signatories: A motion to pass Resolution 2025-02 appointing Joy Kemper, Susan Noel, Scott Peiffer and Michelle Evans as bank signatories was made by Councilman Braightmeyer and seconded by Councilwoman Hastings. The motion passed with Councilwoman Bowman abstaining due to her employment with PNC Bank.

Resolution 2025-03 – Assistant Borough Manager/ Secretary/Treasurer Appointment: A motion to pass Resolution 2025-03, appointing Michelle Evans as Assistant Borough Manager/Secretary/Treasurer/Agency Open Records Officer was made by Councilwoman Noel and seconded by Councilman Braightmeyer. The motion passed unanimously.

IRS Mileage Reimbursement Rate: The Manager reported that the Internal Revenue Service has set the 2025 mileage reimbursement rate at \$0.70 per mile. The Borough has historically followed the IRS established rate. It was moved by Councilwoman Hastings and seconded by Councilman Braightmeyer that the Borough set its 2025 mileage reimbursement rate at \$0.70 per mile (same as the IRS rate) and the vote was taken. The motion was unanimously approved.

Appointment of Borough Engineer-ELA Group: A motion to appoint ELA Group as the Borough's consulting engineer for 2025 was made by Councilwoman Hastings and seconded by Councilwoman Bowman. The motion passed unanimously.

Professional Services Agreement-ELA- Church/Fourth Street Signal Upgrades: A motion to approve a contract with ELA Group for the design and bidding documents for the Church/Fourth Street signal upgrades at a cost of \$17,500.00 was made by Councilman Braightmeyer and seconded by Councilwoman Bowman. The motion passed unanimously.

West End Intersection Compensation Approval: A motion to authorize the President of Council to execute the Agreement with Randall Weaver concerning the granting of the easement required for the West Fourth Street/West State Street Project and to comply with the provisions of the Agreement after receipt of a fully executed Agreement and upon notification that Randall Weaver has forwarded the executed Agreement Providing for Grant of Easements to the Borough was made by Councilwoman Hastings and seconded by Councilwoman Noel. The motion passed unanimously.

PLGIT Account Transfer to Capital Reserve Account: A motion to transfer \$100,000.00 from the PLGIT Prime Account to Capital Reserve Savings Account was made by Councilwoman Hastings and seconded by Councilman Braightmeyer. The motion passed unanimously.

Strategic Management Planning Program (SMPP): Council discussed the SMPP program which awards grants to municipalities for future sustainable planning. After discussion, Council will revisit the idea at the February 3, 2025 Regular Council Meeting. This will give members time to read about the program and then decide if the Borough should consider making an application. The program is administered by the Department of Community and Economic Development.

FINANCIAL REPORTS AND MONTHLY BILLS – December 31, 2024: Council received the financial report and the bills for December 2024. It was moved by Councilman Braightmeyer and seconded by Councilwoman Noel that the financial report be received and the monthly bills for December in the amount of \$258,719.40 be ratified. The motion passed unanimously.

POLICE DEPARTMENT REPORT: Council reviewed the December Police Report.

ZONING OFFICER REPORT: Council accepted the December report as submitted.

QUARRYVILLE BOROUGH AUTHORITY: The December 17, 2024 meeting minutes were reviewed by Council. Councilman Braightmeyer reported that the Standpipe Repair/Painting Project has been delayed due to cold temperatures.

PLANNING COMMISSION: The December 16, 2024 meeting minutes were reviewed by Council. Councilwoman Hastings reported that the Planning Commission will be discussing the Convenience Store Zoning Ordinance Amendment at their January meeting.

STREETS/INFRASTRUCTURE/PARKS COMMITTEE: The December 10, 2024 meeting was canceled.

MAYORS REPORT: None

OLD BUSINESS: None

NEW BUSINESS: Assistant Borough Manager Michelle Evans reported to Council that we are planning to hold a community sledding night at Memorial Park on Friday, January 10, 2025, weather permitting.

Borough Manager Scott Peiffer reported that the Borough has 2 photographs displayed on the 2025 PA State Association of Boroughs calendar.

PUBLIC COMMENT: Resident John Slauch commented that the Strategic Management Planning Program administered by DCED is a good program and he felt it would be beneficial for the Borough to pursue an application for the grant award.

Councilman Braightmeyer commented on Christmas in Q-ville. He felt that it was a great event this year and thanked all who helped organize and run the event.

Council President Kemper announced that we will hold the Council Work Session on January 13, 2025 to discuss hiring fulltime police officers.

EXECUTIVE SESSION: At 7:59 PM, a motion to enter into Executive Session for police personnel matters was made by Council President Kemper and seconded by Councilwoman Hastings. The motion passed unanimously.

RETURN TO REGULAR SESSION: Council returned to Regular Session at 8:19 PM.

ADJOURNMENT: At 8:25 PM, Council President Kemper called for a motion to adjourn. It was moved by Councilwoman Hastings and seconded by Councilwoman Bowman that the meeting be adjourned. The motion to adjourn was unanimously approved.

Respectfully submitted,

Scott Peiffer
Borough Manager