

MINUTES
New Holland Borough Council
April 2, 2024

New Holland Borough Council met in regular session on Tuesday, April 2, 2024 at 7 p.m. in Borough Hall. All members were present: President Patrick K. Morgan, Vice-President Michael H. Kurtz, Bryant J. Glick, William Clisham, Harry M. Klinger, D. Michael Ireland and John M. Taylor. Also present were Manager/Secretary J. Richard Fulcher, Solicitor Bradford J. Harris, Mayor M. Timothy Bender and reporter Carole Deck. Others in attendance included Borough water consultant Jeff Bologna of Becker Engineering, Anna D'Agostino, Head Librarian, ELANCO Library, Auditor Pat Carr of Willaim Koch and Associates, Roger Fry of Fry Surveying, Jeff Zeiset part owner of New Holland business Choice Remodeling and residents Bill Kassinger, Lino Vescovich and Ken Wright.

President Morgan opened the meeting, asking for action on the Minutes of Council's last meeting.

Bryant Glick made the motion that the Minutes of Council's meeting of March 5, 2024, be approved as distributed. This was seconded by Harry Klinger and passed.

Bill Clisham made the motion that the monthly Financial Report be accepted and the bills paid as prepared. This was seconded by John Taylor and passed.

Auditor Pat Carr then renewed the 2023 Audit Report of Borough finances. He noted the first concern of officials is to identify if the review consisted of a clean or in audit terms, Unmodified Audit. The Borough audit was Unmodified, the best rating. He noted a few highlights in the audit. It is again in the PA DCED format. Page 3 shows the overview of all funds as of 12-31-23. On page 6 you can see the larger impact on the portion of the Police COPS grant received. As they relate to the police Pension Fund, you can see how the interest earnings on the Plan were good during 2023 but as you may recall 2022 was a negative year. Pages 9-13 indicate the total of capital expenditures in each fund. A large capital expenditure in Wastewater improvements was with the extensive replacement of the pumps and related components and structures. One item he considers an important positive, is noted on page 14, the Borough still has no outstanding debt. That is a good position to be in. In the performance of the Audit, they look for any fraud-related concerns as well as any unusual activity in the accounts, correct balances, monthly reconciliations, proper documentation, explanations for new items, inter-fund

transfers and so on. These things were all found in order with good internal controls. The staff is open and very helpful with the process.

President Morgan thanked Mr. Carr for the Audit report. He noted he will make the staff aware of another good report.

Bill Clisham made the motion that the 2023 Audit of the Borough as presented by Mr. Carr, be accepted. This was seconded by Mike Ireland, and passed.

Chief Leighty then briefly reviewed his Monthly Police Report. There was a total of 430 incidents. He noted there were three numerical total corrections to be noted on the Report. These were: Total Arrests: should be 8; Total Accidents: 22; and Total Juvenile Contacts: 6. There were 21 citations and 12 warnings. The various officer community and training activities are included on the additional pages.

Patrick Morgan made the motion that Council adopt proposed Ordinance #601, which authorizes a Unit of Special Event Officers under the Police Department to assist with traffic control, parking support and other similar services needed at certain community events or other assignments as required by the Police Chief. He noted these powers are limited and are not police officers nor do these persons have the same powers as police officers. John Taylor seconded the motion. The roll was:

Harry Klinger—Yes	John Taylor—Yes
Mike Ireland—Yes	Mike Kurtz—Yes
Bryant Glick—Yes	Patrick Morgan—Yes
Bill Clisham—Yes	

The motion passed. Ordinance #601 was adopted.

Property/Personnel Chairman Klinger reported that action needs to be taken to move forward with the planned reconstructing of the two tennis court areas at Community Memorial Park, one to remain for tennis, the other to be converted to pickleball use. The Borough was awarded a state grant towards this project in the amount of \$125,000. The Park Board is hoping to provide \$35,000 towards the project and a local pickleball group has also obtained almost \$11,000 towards the local share. Two proposals were received, both from state low-cost Co-Stars contractors. The low cost was from Miller Sports Construction of West Chester at \$196,172.

Manager Fulcher noted that in order to keep contract costs lower, the Borough's Streets/Parks/Maintenance crew will be doing some preliminary and completion work and options to obtain the needed fencing involved are being investigated. The Borough is responsible for remaining contract costs.

Chairman Klinger then made the motion that the low proposal of \$196,972 from Miller Sports Construction under the CoStars program be accepted for this portion of the work. This was seconded by Bill Clisham and passed.

Chairman Klinger made the motion that the proposed updates to the Borough's Non-Uniform Personnel Policies to meet the federal requirements of the Motor Freight Act concerning CDL drivers and related testing requirements be approved. This was seconded by Bryant Glick and passed.

Chairman Klinger next made the motion that the proposed adjustment improvement to the earned vacation days for years of service for the Non-Uniform employees be approved. He noted he felt this is a positive improvement not only for the employees, but it will also benefit the Borough in hiring of new employees as well as in retaining long-term employees. To be equitable to all employees, it will be effective 1-1-25. This was seconded by Mike Ireland and passed.

Streets Chairman Glick made the motion that the request of the New Holland Farmers' Fair Association for various streets use and closures for its annual Fair and parade, be approved. He noted this involves the: Fair: Tues., Oct. 1, 1 p.m. until 8 a.m. Sunday, Oct. 6; Main St. between Custer and Railroad; S. Roberts; N. Roberts from Main north to Broad St.; and Franklin St. between S. Roberts, east to S. RR. Ave. Parade: Wednesday, Oct. 2, 6 p.m. to 10 p.m. Jackson St. from Ranck west to S. Custer, then north to Broad St., east to N. RR, south to Main, east to Kinzer. This was seconded by Harry Klinger and passed.

Chairman Glick next made the motion that the request of the New Holland Ambulance Association to use and close South Roberts Avenue from the alley at the drive entrance to the Boy Scout building, south to Franklin Street, on Saturday, May 4, 10 a.m. to 2 p.m. for its Kids' Safety Day, be approved. This was seconded by Bill Clisham, and passed.

There were no Water or Wastewater action items presented.

Mayor Bender reported the monies received through the Police Department the past month as: \$505.53 from the District Justice's office; \$45 from Accident

Reports; and \$75 from Fingerprinting. He wants to thank auditor Carr for his good Audit report. As finances are also a part of his profession, he deals with many such activities. It is always a good moment when there is a good audit. He wants to also recognize Manager Fulcher and his Borough team for their continued conscientious efforts with the Borough's financial activities. On a police item, he noted he has heard some positive comments as to the Accreditation project.

Manager Fulcher reminded everyone that the Borough is using a new approach to its spring street sweeping schedule. This is explained in the recent Newsletter and on-line and if people pay attention it should be better; but again, it is a new schedule so issues are anticipated.

Solicitor Harris stated he just has a few additional comments of clarification for those who may not be familiar with the need for the new Ordinance and the Special Event Officers. This came about because the local fire company, Garden Spot Fire Rescue, is no longer going to utilize the Fire Police for non-emergency or non-fire company related events. Under state law, a municipality may utilize its police powers to create a special Unit to assist with traffic, parking assistance, crossing guards and other assistance as the Police Chief may request.

Local business owner, Jeff Zeiset of Choice Remodeling, 550 East Main Street and Roger Fry of Fry Surveying next reviewed a Final Plan request before Council. The plan consists of a one lot subdivision to create a lot to the north of the existing structure. Both lots meet the Borough's requirements. The new lot one is to be 102,949 square feet and the second is 34,027 square feet. At this time, no apartment units are to be part of it but they are an allowed use.

Borough Planning Commission Chairman Bill Kassinger was present and commented that the Commission and the county's planning staff are in agreement with the Plan. The applicant also addressed his potential concerns with a few secondary items.

Bill Clisham made the motion that the two lot Final Subdivision Plan of Choice Remodeling of 550 East Main Street, as prepared by Fry Surveying, inc. with a Plan dated 12-18-23, marked 42-74-23-D, be approved. This was seconded by Bryant Glick and passed.

Lino Vescovich, Borough resident and the ELANCO Library's liaison to the Borough presented Head Librarian Ann D'Agostino.

Ms. D'Agostino stated she is pleased to be present this evening and just has a brief summary of a few major items coming up at the Library. Everyone is invited to the Library, Monday, April 8 1 p.m. to 3 p.m. for a solar eclipse gathering. The renovations to the Children's Library area are to be completed before June 1. There is also an upcoming activity for children and adults with the slogan "The Adventure Begins."

There being no further business or public comment, the meeting was convened into Executive Session at 7:37 p.m. Those present at the session were all of Council, Manager Fulcher, Solicitor Harris and Mayor Bender.

The meeting reconvened at 9:02 p.m. There being no public comment or further action, the meeting then adjourned.

May 7, 2024
Date Approved