

**MOUNTVILLE BOROUGH COUNCIL  
MEETING MINUTES  
April 10, 2023**

A meeting of the Mountville Borough Council was held on Monday, April 10, 2023, at 1900 hrs. in the Mountville Borough Hall at 21 E. Main Street, Mountville, PA 17554.

The following Council members were present:

- Matt Auker, Theresa Baker, Jonah Eastep, Christine Eshleman, Lenny Heisey, Phil Kresge, Rick Spiegel, and Mayor Steve Mitchell.
- Also, present were West Hempfield Township Police Chief Lisa Layden, Mountville Fire Co #1 Chief Dean Gantz, and Borough Manager Derrick Millhouse.

The meeting was called to order at 1900 hrs. by Council president Kresge who then gave an invocation and led the Pledge of Allegiance.

President Kresge addressed the visitors in the room. He advised them of the public comment sections of the meeting, and if anyone wished to be heard during those times, they could stand, state their name, and address, and then address the Council.

**Public Comment**

- None.

**Recognition of Visitors**

- Sager Swisher Company
  - Presentation of the annual audit report for Mountville Borough.
    - *R. Spiegel moved to accept the 2022 audit as presented.* C. Eshleman seconded the motion. Council was in accord and the motion carried.
- Harbor Engineering
  - Harbor Engineering updated Council on the plan for the new Dayspring School at 413 W. Main Street (formerly referred to as 363 W. Main Street.)

**Agenda Additions**

- None.

**Meeting Minutes and Financial Reports**

- *R. Spiegel moved to accept the minutes of the March 13, 2023, meeting as distributed.* T. Baker seconded the motion. Council was in accord and the motion carried.
- *C. Eshleman moved to accept the financial reports and fund distributions as presented.* R. Spiegel seconded the motion. Council was in accord and the motion carried.

**Public Safety – Police/Fire**

Chairperson – R. Spiegel

- Chairperson Spiegel recognized WHTPD Chief L. Layden who reviewed the 2022 Annual Report as well as the report for the previous month.
- Mountville Fire Co #1 Chief Gantz was unable to present the monthly report that was distributed to Council earlier. Chief Gantz had to leave the meeting early to respond to an emergency.

**Public Safety – Planning/Zoning**

Chairperson – L. Heisey

- Chairperson Heisey reported that 1 permit was issued for this reporting period:
  - #2313                      192 N. Church St.                      Addition                      \$ 770.70
- A letter was received from Harbor Engineering outlining a time extension letter to the Borough for the Dayspring Land Development plans and for a LASA Sewer Exemption Form.
  - *L. Heisey moved to accept sewage capacity exemption form as presented and authorize the Manager to sign it.* C. Eshleman seconded the motion. Council was in accord and the motion carried.
  - *L. Heisey moved to accept the 120-day extension letter as presented.* M. Auker seconded the motion. Council was in accord and the motion carried.
- Planning Commission will meet on Monday, April 17, 2023 regarding 120 Fridy St.
- A final letter was sent to the properties at 5 E. Main St. and 23 N. Manor St. regarding violations.
- Short-term rentals were briefly discussed. Council asked the Manager to gather information on what information may be needed for the development of an ordinance.

**Public Safety – Health/Sanitation**

Chairperson – T. Baker

- Yard Waste pick-up began last week.
- West Hempfield Township Woody Waste Facility
  - This facility is now open to Mountville Borough residents. Information will be posted on the website. Access cards can be obtained at the West Hempfield Township municipal office.

**General Government - Personnel**

Chairperson – P. Kresge

- We still need to find a replacement for our representative to the UCC appeals board for the LIMC.

**General Government - Budget**

Chairperson – C. Eshleman

- No Report.

**General Government – Public Outreach**

Chairperson – P. Kresge

- No Report

**General Government – Building Committee**

Chairperson – P. Kresge

- The committee will meet on April 24<sup>th</sup>.

**Public Works – Streets**

Chairperson – Matthew T. Aufer

- The Main and Manor project for signal lights:
  - Pre-construction meeting has been held. Looking at a project start date of sometime in August and a completion projection of November 2023, assuming all materials are available.
- Huntington Drive/Providence Place and Lemon Street repaving projects:
  - We received notice of funding from the Statewide Share Grant which was submitted in March of 2022 and was to be awarded last year.
- Spring Street discussion
  - Mike Knouse from Rettew discussed the options and answered questions asked by Council.

**Public Works - Parks and Recreation**

Chairperson – Jonah M. Eastep

- Spring Hill Basin Project
  - No Update.
- DCNR Park Improvement Grant – Borough Park
  - We need to decide if we're going to move forward with this project.
    - *J. Eastep moved to move forward with the project.* R. Spiegel seconded the motion. Council was in accord and the motion carried.
- Borough VFW Bench Revitalization
  - No Update.

**Engineer's Report –**

- Nothing to report.

**Manager's Report –**

- Report as distributed and a reminder there is an LIMC Meeting on Wednesday.....

**Mayor's Report –**

- Thank you to Public Works for repairing the flagpole at the Cherry Rd. cemetery and for now flying the American Flag.

**Unfinished Business**

- None.

**New Business**

- Destruction of documents. We have a need to purge dispensable documents under the Borough Code. This will help free up some storage space.....
  - Resolution 2023-1 for the Council to update Borough policy to follow the PSAB updated policy on destruction of government records.
    - *T. Baker moved to approve Resolution 2023-1.* L. Heisey seconded the motion. Council was in accord and the motion carried.
  - Resolution 2023-2 which lists the specific items that will be destroyed, following the PSAB updated policy on destruction of government records.
    - *R. Spiegel moved to approve Resolution 2023-2.* C. Eshleman seconded the motion. Council was in accord and the motion carried.
  - Financing will need to be approved to properly destroy the records outlined in Resolution 2023-2.
    - *R. Spiegel moved to approve financing up to \$750.00 to destroy the records outlined in Resolution 2023-2.* L. Heisey seconded the motion. Council was in accord and the motion carried.

**Public Comment**

- K. Smith stated he would oppose closing Spring Street.

**Miscellaneous**

- *C. Eshleman moved to cancel the April 24, 2023 meeting.* L. Heisey seconded the motion. Council was in accord and the motion carried.

**With no further business, the meeting was adjourned at 2058 hrs.**

Respectfully submitted,



Derrick J. Millhouse  
Manager/Treasurer

**Gallery:**

Amanda Groff  
Alissa Harrison  
Mike Knouse  
Karl Smith  
Kevin Zimmerman