

WRIGHTSVILLE

YORK COUNTY, PENNSYLVANIA

WRIGHTSVILLE BOROUGH COUNCIL
REGULAR MEETING/ REORGANIZATION MEETING

MONDAY, JANUARY 2, 2018

Borough Chambers
601 Water Street

Elected officials present: Councilpersons White, Gromling, McDonald, Kirkessner, Bair and
Mayor Albert

Appointed official present: Secretary Hoff, Treasurer Brenner, Solicitor Fields (CGA), Engineer
Klinedinst (CSD)- *arrived at 7:10pm*, Fire Department Chief Livelsberger

In attendance: Officer In Charge Schaum, Borough Assistant Harrison

Mayor Albert called the January 2, 2018 Reorganization Meeting of the governing body to order
at 6:30pm and led the Pledge of Allegiance.

Mayor Albert conducted an oath of office ceremony for the following elected officials:
Councilman Bair, McDonald and Kirkessner.

An official Roll Call was performed by Mayor Albert with the following elected officials providing
confirmation of their attendance:

Ward 1 - Councilman McDonald
Ward 1 - Councilman Kirkessner
Ward 2 - Councilman White
Ward 2 - Councilman Bair
Ward 3 - Councilman Gromling

Mayor Albert accepted nominations for President of Borough Council.

Councilman Gromling nominated Councilman White. Councilman McDonald seconded his
nomination and motion made by Councilman Gromling. A roll call vote was taken.

All in favor of Councilman Gromling's nomination. Motion carried with a unanimous vote.

Mayor Albert congratulated Councilman White on his appointment as President of Borough
Council.

Mayor Albert accepted nominations for Vice-President of Borough Council.

Councilman White nominated Councilwoman Gromling for Vice- President of Borough Council.
Councilman Bair seconded the nomination made by Councilman White. A roll call vote was
taken.

All in favor of Councilman White's nomination. Motion carried with a unanimous vote.

Mayor Albert congratulated Councilman Gromling on his appointment as Vice-President of Borough Council.

Councilman McDonald made a motion to accept the resignation of James Markley, elected official for council for Ward 3, effective January 2, 2018. Councilman Kirkessner seconded the motion. All in favor. The motion carried with a unanimous vote.

Councilman McDonald made a motion to appoint resident Melodie McDonald as the Vacancy Board Chair. Councilman Bair seconded the motion. All in favor. The motion carried with a unanimous vote.

PATRONS:

No public comment

MINUTE APPROVAL:

Councilman McDonald made a motion to approve the December 4, 2017 Regular Meeting Minutes. Vice - President Gromling seconded the motion. All in favor. The motion carried with a unanimous vote.

Councilman McDonald made a motion to approve the December 18, 2017 Planning Meeting Minutes. Vice-President Gromling seconded the motion. All in favor. The motion carried with a unanimous vote.

REPORTS:

Zoning:

A written report was provided with the monthly meeting materials.

Vice-President Gromling relayed to those in attendance that a meeting was held with Code Administrators to discuss expectations required from services provided for 2018. Council President White, Vice-President Gromling and Councilman McDonald attended the meeting.

Councilman Bair, Vice-President Gromling and Secretary Hoff will review all complaints submitted to borough office.

Fire:

Fire Chief Livelsberger relayed report highlights to those in attendance. Total calls for December 2017 were 57. 773 total calls for year ending December 31, 2017.

Report was not provided to council at monthly meeting.

Ambulance:

No report

Police:

A written report was provided with the monthly meeting materials. Officer in Charge Schaum relayed the report to those in attendance.

Streets & Parks:

A written report was provided with monthly meeting materials. Council President White relayed the highlights of the report to those in attendance.

Engineer:

A written report was provided with the monthly meeting materials. Engineer Klinedinst relayed the report highlights to those in attendance.

Treasurer:

A written report was provided with the monthly meeting materials. Treasurer Brenner relayed highlights of the report to those in attendance.

Councilman Bair made a motion to approve the check register for the month of December 2017. Vice- President Gromling seconded the motion. All in favor. The motion carried with a unanimous vote.

Vice-President Gromling made a motion to approve the financial report for the motion of December 2017. Councilman Kirkessner seconded the motion. All in favor. The motion carried with unanimous vote.

Mayor:

Mayor Albert relayed to those in attendance his appreciation to Officer in Charge Schaum for his hard work and dedication in the past several months in the absence of a Police Chief. Mayor Albert relayed that Officer Carpenter is scheduled to return to work on January 5, 2018.

Vice-President Gromling would like Mayor Albert to attend monthly Mayor Association meetings.

Solicitor:

No report

ACTION ITEMS:

- *Resolution 2018-1- Borough Solicitor* –Councilman McDonald made a motion to approve and adopt Resolution 2018-1, appointment of CGA Law Firm as Wrightsville Borough Solicitor. Vice-President Gromling seconded the motion. All in favor. The motion carried with a unanimous vote.
- *Resolution 2018-2- Treasurer-* Councilman McDonald made a motion to approve and adopt Resolution 2018-2, appointment of Keith Brenner, Borough Treasurer. Vice-President Gromling seconded the motion. All in favor. The motion carried with a unanimous vote.

- *Resolution 2018-3- Borough Engineer*– Councilman Kirkessner made a motion to approve and adopt Resolution 2018-3, appointment of C.S. Davidson, Borough Engineer. Councilman McDonald seconded the motion. All in favor. The motion carried with a unanimous vote.
- *Resolution 2018 -4- Borough Secretary*– Vice-President Gromling made a motion to approve and adopt Resolution 2018-4, appointment of Tammie Hoff , Borough Secretary. Councilman Bair seconded the motion. All in favor. The motion carried with a unanimous vote.
- *Resolution 2018-5- Right To Know Officer*- Vice-President Gromling made a motion to approve and adopt Resolution 2018-5, appointment of Borough Secretary as the Right To Know Officer . Councilman Kirkessner seconded the motion. All in favor. The motion carried with a unanimous vote.
- *Resolution 2018-6 – Fire Chief* – Vice-President Gromling made a motion to approve and adopt Resolution 2018-6, appointment of Chad Livelsberger as Fire Chief for Wrightsville Borough. Councilman Kirkessner seconded the motion. All in favor. The motion carried with a unanimous vote.
- *Resolution 2018-7- Auditor*- Vice-President Gromling made a motion to approve and adopt Resolution 2018-7, appointment of Sager, Swisher & Company as the auditor for Wrightsville Borough. Councilman McDonald seconded the motion. All in favor. The motion carried with a unanimous vote.
- *Resolution 2018-8- UCC Enforcement* - Vice-President Gromling made a motion to approve and adopt Resolution 2018-8, appointment of Code Administrators, Inc. as the PAUCC Building Code Official for Wrightsville Borough. Councilman McDonald seconded the motion. All in favor. The motion carried with a unanimous vote.
- *Resolution 2018-9- WBPMC Enforcement* – Vice-President Gromling made a motion to approve and adopt Resolution 2018-9, appointment of Code Administrators, Inc. as Wrightsville Borough Property Maintenance Code Officials. Councilman Kirkessner seconded the motion. All in favor. The motion carried with a unanimous vote.
- *Resolution 2018-10- Emergency Management Coordinator* – Councilman McDonald made a motion to approve and adopt Resolution 2018-10, appointment of Phil Smith, Emergency Management Coordinator for Wrightsville Borough. Vice-President Gromling seconded the motion. All in favor. The motion carried with a unanimous vote.
- *Resolution 21018-11- Vacancy Chairman*- Councilman Kirkessner made a motion to approve and adopt Resolution 2018-11, appointment of Melodie McDonald as Vacancy Chairman for Wrightsville Borough. Councilman Bair seconded the motion. All in favor. The motion carried with a unanimous vote.

COMMITTEE REPORTS:

Administrative & Finance

No report

Public Works

No report

Public Safety

Vice-President Gromling made a motion to advertise and accept employment applications for a full-time police officer consistent with Civil Service Rules & Regulations. Councilman Kirkessner seconded the motion. All in favor. The motion carried with a unanimous vote.

Community & Economic Development

No report

Parks & Recreation

Vice-President Gromling relayed to those in attendance that a final walk through playground will be completed with Ann Yost, YSM in the near future.

Personnel

President White relayed to those in attendance that he would like to designate Michael Gromling as Roadmaster for Wrightsville Borough. Councilman Bair made a motion to designate Michael Gromling as Roadmaster for Wrightsville Borough. Councilman McDonald seconded the motion. All in favor. The motion carried with a unanimous vote.

EXECUTIVE SESSION:

Executive session was held from 8:04pm - 9:56pm.

Meeting reconvened at 9:56pm. Solicitor Fields relayed to those in attendance that an executive session was held to discuss personnel matters within the police department.

ADDITIONAL BUSINESS:

None

ADJOURNMENT:

Councilman McDonald made a motion to adjourn the January 2, 2018

Regular/Reorganization meeting at 10:01pm. Councilman Kirkessner seconded the motion. All in favor. The motion carried with a unanimous vote.

Respectfully submitted,

Tammie Hoff
Borough Secretary