

Approved minutes – Regular Meeting 3/11/2025

Approved minutes – Special Meeting _____

Approved minutes – Special/Workshop Meeting _____

Regular Meeting
March 11, 2025
7:00 P.M.

The regular monthly meeting of the Meyersdale Borough Council was called to order by President Irwin, March 11, 2025 at 7:00 P.M.

Mr. Ackerman, Mr. Baker, Mrs. Gnagey, Mr. Irwin, Mr. Smith, Solicitor Valentine, and Mayor Smith were present. Mr. Baer was present via telephone. Mrs. Knieriem and Timmy Pritts, Police Lieutenant were absent. Brion Reiber – Street Foreman, was also present.

Mr. Ackerman announced that Mrs. Knieriem and Mr. Baer, both are having health issues and asked for them to be kept in Prayer.

MINUTES:

Mr. Ackerman made the motion to approve the February 11, 2025 Regular Meeting minutes and the February 25, 2025 Special Meeting minutes as presented. Mr. Smith seconded. Motion passed.

FINANCIAL REPORT/ BILLS:

Mr. Baker made the motion to accept the financial report and pay the bills as presented. Mrs. Gnagey seconded. Motion passed.

Mrs. Gnagey suggested that Council consider looking at increasing the rental fees for the pavilion and the gym. This item will be included on the Agenda for the April 8, 2025 Regular Meeting.

2024 Audit Presentation

Mrs. Kyla Pritts from Beer, Ream & Company was present to give an overview of the 2024 Audit.

Mr. Baker made the motion to accept the 2024 Audit report. Mrs. Gnagey seconded. Motion passed.

Per Capita/Occupation Tax meeting with Keystone Collections

It was reported that beginning in 2026, Somerset County will not be preparing the Per Capita and Occupation Tax notices for the Borough. Mr. John Pinkerton, Keystone Collections was present at the February 6, 2025 Finance Committee meeting to give a presentation of the services they provide to collect Per Capita and Occupation tax.

Mr. Baker made the motion to engage with Keystone Collections to collect the Per Capita and Occupation Tax effective with the 2026 year. Mrs. Gnagey seconded. Motion passed.

The Secretary was asked to notify Mr. Pinterton.

Unpaid Zoning Hearing Fees

President Irwin reported that there is an individual that requested a zoning hearing and has not paid the balance due for costs associated with the hearing. Solicitor Valentine suggested that this item be discussed in executive session.

GUESTS:

A.) Deb Fisher

Ms. Fisher was pre-registered, but was not in attendance.

Solicitor Valentine was instructed to take action regarding Ms. Fishers complaint from the February meeting regarding barking dogs, because this is a public nuisance.

B.) Ms. Susie Decker, from the PA Maple Festival was present to request permission to use the Paul E. Fuller Playground area for a Civil War Enactment during the Maple Festival. Mrs. Gnagey made the motion to grant the PA Maple Festival permission to use the playground area. Mr. Smith seconded. Motion passed.

C.) Mrs. Angie Benning was present to request that Council consider modifying the Zoning Ordinance to protect her Daycare Business from casinos, dispensaries and distilleries. Solicitor Valentine will research and report his findings at the April 3, 2025 Committee Meeting.

PUBLIC COMMENT:

There was no public comment.

PRESIDENT'S REPORT:

President Irwin reported that past Council Members worked on getting the Community Center handicapped accessible. The side ramp was designed by an engineer and was directed toward the back of the building rather than the front because at the time, the daycare was in the basement and directing the ramp toward the front would interfere with the entrance to the daycare. The ramp was built to specifications by a licensed contractor. President Irwin met with Mr. Blake Henry, from the Lions Club regarding the back ramp. Mr. Henry and members of the Lions Club will be repairing the ramp as a short term solution. Mr. Reiber will make arrangements with the Department of Corrections to have it painted by the inmate work force. The ladies restroom could be modified to a family restroom by enlarging the handicap stall, put a lock on the door to prevent others from entering when in use and changing out the signage.

MAYOR'S REPORT:

No report was given.

Mrs. Gnagey reported that she had received a text from the hospital commending Officer Craig for escorting a family to the Emergency Room and staying with them until everything was cleared.

JUNIOR COUNCIL MEMBER:

Miss Baker presented a report of activities being held at the school. Students will participate in the annual town cleanup day to be held March 26, 2025.

EMERGENCY MANAGEMENT COORDINATOR:

Mr. Kevin Broadwater was not present, but it was reported that the hazard mitigation document has been signed and forwarded to the appropriate County officials.

ENGINEER'S REPORT:

No report was given.

SOLICITOR'S REPORT:

Solicitor Valentine reported on the following:

- The hearing on the 326 Salisbury Street property will be held on March 28, 2025. Mr. Ackerman made the motion to grant Solicitor Valentine permission to start the paperwork with the County for funding to have the house razed. Mrs. Gnagey seconded. Motion passed.

- The contract for the window replacement project will be signed by the President of Council and the Mayor.
- Job Descriptions
Mr. Baker made the motion to table action regarding Street Crew job description until union negotiations begin in 2026. Mr. Smith seconded. Motion passed with Mr. Ackerman abstaining. (See attached Abstention Memorandum)
- A teleconference was held with PennDOT regarding the rock retaining wall on Grant Street. PennDOT is not willing to take responsibility. Solicitor suggested reaching out to the Senators and Congressman for assistance with potential funding to assist with stabilizing the wall.
- The Apostolic school has vacated the upstairs classroom space.
- HRI Contracting is not willing to accept the Borough offer regarding the 2024 street paving project.
- Salisbury Borough should be approving the agreement with Meyersdale for the purchase of police protection services.
- Refuse Contract
Mr. Smith made the motion to extend the refuse hauling contract with Harbaugh Truck for a three year period at the current monthly rate. Mr. Baer seconded. Motion passed.
- Solicitor Valentine will provide the street foreman with a map of the trail roads within the Borough as a reference to install signage.
- A zoom meeting will be organized to review additional funding options for the rip rap project. Results will be shared at the April 3, 2025 Committee Meeting.

CODE ENFORCEMENT:

No report was given.

COMMITTEE REPORTS:

Municipal Authority

1. Board Member Duties and Responsibilities

Mr. Smith made the motion to adopt the Meyersdale Municipal Authority Board Member Duties and Responsibilities document. Mr. Ackerman seconded. Motion passed. (See attached document)

2. Authorize advertisement to fill vacancies on Municipal Authority Board

Mr. Ackerman made the motion to advertise to fill two vacancies on the Meyersdale Municipal Authority Board. Mr. Smith seconded. Motion passed.

3. Resolution regarding serving on both the Borough Council and the Meyersdale Municipal Authority simultaneously.

Mr. Baer made the motion to pass Resolution 1-2025 to prevent a Borough elected official from serving on the Meyersdale Municipal Authority Board. Mr. Smith seconded. Motion passed. (See attached)

Street Foreman

Mr. Reiber reported on the following:

- Streets will be swept on April 1, 2025
- Suggested Council consider disposing of the old street sweeper.
- Estimates for changing out decorative lamp post lights on Main Street to LED

Mr. Ackerman made the motion to accept a quote from Whitey's Electric, LLC in the amount of \$5,638.24. Mr. Baker seconded. Roll Call Vote: Mr. Ackerman – Yes; Mr. Baer – Yes; Mr. Baker – Yes; Mrs. Gnagey – No; Mr. Irwin – Yes; Mr. Smith – Yes. Motion passed.

Estimates for replacing side and front entry lights were not accepted. Mrs. Gnagey will research an option for the front entry lighting.

Meyersdale Area Merchants Association

Mrs. Denise Gehringer was present from MAMA to report on the following:

- The Farmer's Market will take place each Thursday, beginning in June and running until September, from 8 AM – 1 PM at the Paul E. Fuller playground pavilion.
- Businesses will be displaying bicycles with a QR code on them that will enable anyone to do a walk tour of town.

* Mr. Ackerman left the room at 8:11 PM

- A speaker regarding computer fraud will be attending one of their meetings.

Public Library

No report was given.

* Mr. Ackerman returned at 8:15 PM

Meyersdale Community Events Committee

Mr. Jeff Christner reported that the Easter Egg Hunt will be held on April 19, 2025 at 11 AM at the Paul E. Fuller Playground. It was reported that the Community Events Committee is still functioning in the absence of Committee Members Mrs. Knieriem and Mr. Baer.

Computers for Police Vehicles

Mr. Ackerman made the motion to purchase two computers from Advantage Computers for the police vehicles at an estimated cost of \$5,000.00 each. Mr. Smith seconded. Motion passed.

* Mayor Smith left the meeting at 8:19 P.M.

COUNCIL MEMBERS – STANDING COMMITTEES:

Police/Public Safety

No report was given.

* Mrs. Gnagey left the room at 8:20 PM

Personnel

Yearly Holiday Bonus

Mr. Smith made the motion to approve a yearly Holiday bonus of twenty cents per hour worked for all employees, effective the 2025 Holiday season, contingent upon approval from the Non Uniform Union. Mr. Baker seconded. Motion passed with Mr. Ackerman abstaining. (See attached Abstention Memorandum). Mrs. Gnagey was not in the room when the vote was called.

* Mrs. Gnagey returned at 8:21 PM

Finance

No report was given.

Refuse

No report was given.

Streets/Buildings

No report was given.

Flood Control

No report was given.

Farmer's Market

No report was given.

UNFINISHED BUSINESS:

A.) Social Media Policy
Item was tabled.

B.) ADA restroom and grant applications

Mrs. Gnagey presented a proposal from Somerset Engineering to complete a comprehensive plan for the Community Center. This information would be helpful when applying for grants and would give the Council a better idea of what all is needed to bring the building up to code. The cost for the comprehensive plan for work on a time and materials basis would not exceed \$5,700.00 and would include:

- Perform an initial walk through of the building to make a rough assessment of the issues that may need addressed to bring the building into compliance.
- Field measuring and the preparation of as-built, existing conditions, drawing of the facility.
- Perform a thorough review of the 2018 IBC Code, the 2018 IEBC Code, and the 2018 ANSI Code to determine the level of compliance required for this type of facility.
- Prepare a summary outlining the alterations required to comply with the above listed codes.
- Attend one meeting onsite to review the above listed summary, should it be deemed necessary.

The proposal does not include:

- Drawings necessary to illustrate the required alterations for permitting purposes.
- Any provisions for the preparation of bid documents, building permit drawings, applications or permitting.

After some discussion, President Irwin called for a motion to accept the proposal. Action was dropped for lack of a motion and second. A copy of the proposal will be e-mailed to everyone and will be placed on the Agenda for the April 3, 2025 Finance Committee meeting and on the Agenda for the April 8, 2025 regular meeting.

NEW BUSINESS:

A.) Announcements

There were no announcements.

B.) Approve temporary use permits for PA Maple Festival

Mr. Smith made the motion to approve the temporary use permits as presented. Mr. Baker seconded. Motion passed.

C.) Title II Requirements (Americans with Disabilities Act)

No report was given. This item was to be removed from the Agenda.

D.) Borough assistance with removing bushes at historical train station

No action was taken.

E.) Holiday decorations

Mr. Smith made the motion to move forward with purchasing holiday decorations. Mrs. Gnagey seconded. Motion passed. Grant funds in the amount of \$3,600.00 and Harry E. Leckemby account funds in the amount of \$7,500.00 will be used for the project.

F.) Bike Race

Mr. Smith made the motion to approve a request from Mr. Dan Manges to use streets for an annual bike race. Mr. Baer seconded. Motion passed.

G.) Changing Borough e-mail address

Mrs. Gnagey suggested that Council consider changing the Borough hotmail address to a business type with authentication capabilities. No action was taken. The item was to remain on the Agenda.

* Mr. Smith left the room at 8:39 PM and returned just before the beginning of the executive session.

ADDITIONAL ITEMS FOR DISCUSSION:

There were no additional items to be discussed.

EXECUTIVE SESSION:

Mr. Ackerman made the motion to enter into executive session at 8:39 PM. Mr. Baker seconded. Motion passed.

Mr. Baer made the motion to return to regular session at 8:51 PM. Mr. Ackerman seconded.

DISCUSSION/MOTIONS:

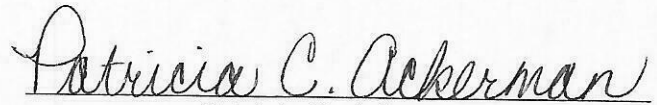
There were no discussion or motions.

GOALS FOR 2024⁵ pca

Flood Control rip rap

ADJOURNMENT:

Mr. Ackerman made the motion to adjourn the meeting at 8:51 PM. Mr. Baker seconded. Motion passed.



Patricia C. Ackerman
Borough Secretary

**Conflict of Interest
Abstention Memorandum**

TO: Borough Secretary, Patricia C. Ackerman
Meyersdale Borough, Somerset County, Pennsylvania

FROM: Ronnie C. Ackerman, council member

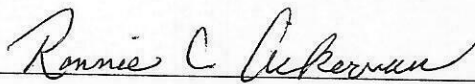
DATE: March 11, 2025

Pursuant to Pennsylvania's "Public Official and Employee Ethics Law" (65 PA CSA 1101 et seq), I hereby declare that I am required to abstain regarding the following issue/motion:

Motion regarding holding discussion on job descriptions for the streets crew until the union contract negotiations begin.

My conflict/reason for abstaining is as follows:

The action directly affects a family member, due to the fact that Mrs. Patricia C. Ackerman, Borough Secretary, is my spouse and a member of the Non Uniform Union, ethically it is my opinion that I have an obligation to abstain.



Signature

NOTE: Section 1103 (J) requires the following procedure:

"Any public official or public employee, who in the discharge of his official duties, would be required to vote on a matter that would result in a conflict of interest shall abstain from voting and, prior to the vote being taken, publicly announce and disclose the nature of his interest as a public record in a written memorandum filed with the person responsible for recording the minutes for the meeting at which the vote is taken...."

(Please note that State Ethics Commission required a public official to complete a form every time he has a conflict of interest).

MEYERSDALE MUNICIPAL AUTHORITY
BOARD MEMBER DUTIES AND RESPONSIBILITIES

Municipal Authority board members are responsible for the general management and control of the authority's business, exercising powers outlined in the Municipal Authorities Act, bylaws, and articles of incorporation, including setting fees, overseeing operations, and ensuring compliance.

Here's a more detailed breakdown of their duties and responsibilities:

General Management and Control:

- **Oversee Authority Operations:**

Board members are responsible for the overall management and direction of the authority, ensuring it functions effectively and efficiently.

- **Policy Development:**

They establish policies and procedures for the authority's operations, including setting fees for water and sewer services.

- **Financial Management:**

The board manages the authority's finances, including budgeting, approving expenditures, and ensuring sound financial practices.

- **Compliance:**

They ensure the authority complies with all applicable state and federal laws and regulations.

- **Staff Oversight:**

The board appoints, supervises, and evaluates the authority's staff, ensuring they are qualified and performing their duties effectively.

- **Contracting:**

The board oversees the contracting process, ensuring fair and transparent procurement of goods and services.

- **Community Engagement:**

Board members may be involved in community outreach and engagement, keeping residents informed about the authority's activities and addressing concerns.

Specific Duties and Responsibilities:

- **Setting Fees:**

Municipal Authority boards often have the responsibility of setting rates for water and sewer services, ensuring they are fair and sustainable.

- **Overseeing Operations:**

The board monitors the performance of the authority's operations, including water and sewer plants, to ensure they are functioning correctly.

- **Ensuring Compliance:**

The board ensures the authority complies with all applicable state and federal regulations, including environmental regulations.

- **Budgeting and Financial Planning:**

The board develops and approves the authority's annual budget and long-term financial plans.

- **Contracting:**

The board oversees the contracting process, ensuring fair and transparent procurement of goods and services.

- **Capital Planning:**

The board develops and approves the authority's capital projects, such as upgrades to water and sewer infrastructure.

- **Legal Matters:**

The board may be involved in legal matters, such as eminent domain proceedings or litigation.

Key Considerations:

- **Transparency and Accountability:**

Municipal Authority boards are expected to operate transparently and be accountable to the public.

- **Ethics:**

Board members are expected to adhere to high ethical standards and avoid conflicts of interest.

- **Professional Development:**

Board members are encouraged to participate in training and professional development opportunities to enhance their knowledge and skills.

- **Collaboration:**

Board members may need to collaborate with other municipalities or authorities to address regional issues.

RESOLUTION 1-2025

BOROUGH OF
MEYERSDALE

A RESOLUTION OF THE BOROUGH OF MEYERSDALE RELATIVE TO THE MEYERSDALE MUNICIPAL AUTHORITY BOARD APPOINTMENT TO PREVENT A BOROUGH ELECTED OFFICIAL FROM SERVING ON THE MEYERSDALE MUNICIPAL AUTHORITY BOARD.

WHEREAS, the Borough of Meyersdale (the 'Borough') appoints board members to the Meyersdale Municipal Authority; and

WHEREAS, the Meyersdale Municipal Authority serves the Meyersdale Borough and Summit Township; and

WHEREAS, the Borough appoints board members upon lapse of terms or resignation;
and

WHEREAS, the Borough desires to decrease the opportunity for conflicts of interest to arise;

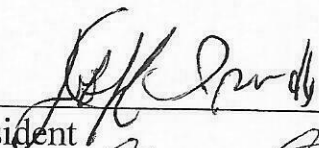
BE IT RESOLVED by the Council of the Borough of Meyersdale and it is HEREBY RESOLVED AND ENACTED by authority of the same:

No appointed or elected Borough Council member or the Mayor may be appointed to the Meyersdale Municipal Authority Board.


RESOLVED AND ENACTED this 11TH day of MARCH, 2025.

ATTEST:

BOROUGH OF MEYERSDALE



President

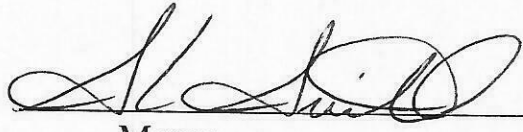


Mayor

BY: Patricia C. Ackerman
Secretary

(SEAL)

EXAMINED AND APPROVED by me this 11th day of MARCH, 2025.



Mayor

**Conflict of Interest
Abstention Memorandum**

TO: Borough Secretary, Patricia C. Ackerman
Meyersdale Borough, Somerset County, Pennsylvania

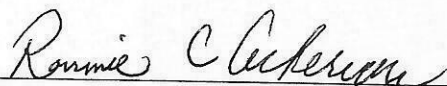
FROM: Ronnie C. Ackerman, council member

DATE: March 11, 2025

Pursuant to Pennsylvania's "Public Official and Employee Ethics Law" (65 PA CSA 1101 et seq), I hereby declare that I am required to abstain regarding the following issue/motion:
Motion regarding enactment of a Holiday bonus policy for employees.

My conflict/reason for abstaining is as follows:

The action directly affects a family member, due to the fact that Mrs. Patricia C. Ackerman, Borough Secretary, is my spouse, therefore, ethically it is my opinion that I have an obligation to abstain.



Signature

NOTE: Section 1103 (J) requires the following procedure:

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(Please note that State Ethics Commission required a public official to complete a form every time he has a conflict of interest).

MEYERSDALE BOROUGH COUNCIL
 Regular Meeting 3/11/2025 Special Meeting _____

GUEST SIGN IN

PLEASE PRINT

	NAME	ADDRESS	TOPIC
1	Jeff Christman	201 North St	
2	Angie Benning	1100 Beachy St Salisbury	Zoning
3	Denise Gehring	106 Meyers	
4	Michael Lindeman	352 Main	
5	Ruth + Eugene Mishler		
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GUESTS MUST STAND WHILE SPEAKING