

**SPECIAL MEETING MINUTES
OF THE MIDDLEBURG BOROUGH COUNCIL
Monday, October 19, 2015 @ 4:00 PM
Page 1 of 1**

LOCATION OF MEETING: Middleburg Borough Building, 13 North Main Street, Middleburg PA

COUNCIL MEMBERS

PRESENT : Roger Snook-President, Michael Kerstetter, Heidi Potter, James Shull

ABSENT : Donald Zechman Jr.-Vice President, William Hostler, Susan Kinney

OFFICIALS PRESENT : Virginia "Ginny" A Zeiber-Administrator/Secretary/Zoning Officer
Mayor Ronald Renshaw
Tony Jordan-Police Chief

OTHERS PRESENT : NONE

Special Meeting Called to Order - The Middleburg Borough Council meeting was called to order by Roger Snook at 4:00 PM and began with the Pledge of Allegiance to the Flag of the United States of America.

Agenda - Roger Snook requested approval of the agenda. A motion was made by James Shull and seconded by Michael Kerstetter approving the Agenda. MOTION UNANIMOUSLY CARRIED.

Additional Full Time Police Officer - A motion was made by James Shull to hire David Shaffer as an additional full time officer for the Middleburg Borough Police Department. The motion was seconded by Heidi Potter. MOTION UNANIMOUSLY CARRIED.

It was agreed that David could start working as a full time officer as soon as he is ready. Everyone was reminded that his employment as a full time officer will include the 90 day probationary period, as described in the police contract, before benefits begin. Heidi thanked Tony for being patient with Council, following his requests, noting they had to be sure things were done correctly.

Paving at Charles Park - Ginny presented paving proposals from Mid-State Paving as a result of a recent discovery that the grant requires the newly constructed handicap parking area to be paved. Dustin had been given the original set of plans for this project showing the area as being stoned, so that is what they did. Following inspection of the Park by Wes Farringer with DCNR, it was discovered DCNR had made some changes to the plans that Dustin never received and one of them included paving the handicap parking area. As a result, Dustin requested and received two bid offers from Mid-State Paving:

Base Bid #1 includes 64 SY Asphalt Paving for just the handicap area of the parking lot at \$2,600.00.

Base Bid #2 includes 142 SY of Asphalt Paving for the entire area of the parking lot which includes the two handicap spots, one unloading zone, and two additional parking spots at \$4,550.00.


A motion was made by James Shull and seconded by Michael Kerstetter to accept Mid-State Paving's Base Bid #2 in the amount of \$4,550.00 as presented to pave the entire parking area. MOTION UNANIMOUSLY CARRIED.

Executive Session - Council went into executive session at 4:11 PM to discuss personnel issues. The session ended at 4:35 PM.

No action was taken as a result of the executive session.

Adjournment - A motion was made by James Shull and seconded by Heidi Potter to adjourn. MOTION UNANIMOUSLY CARRIED.

The meeting adjourned at 4:36 PM.


Virginia A. Zeiber, Administrator