

**MIDDLEBURG BOROUGH COUNCIL
MONTHLY MEETING AGENDA
TUESDAY, MARCH 9, 2021 @ 7:00 PM**

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- **CALL MEETING TO ORDER – ROLL CALL OF MEMBERS PRESENT**
- **PUBLIC COMMENTS**
 - Robert Garrett, GSVCC – Update on the review/comments received on the “Draft” Comprehensive Plan
- **APPROVAL AND/OR ADDITIONS TO MEETING AGENDA AS PRESENTED**
- **APPROVE 02/09/2021 MEETING MINUTES**
- **APPROVE BILLS PAID IN FEBRUARY 2021**
- **APPROVE FINANCIAL STATEMENTS AS OF 02/28/2021**

7:30 P.M. BID OPENING – STUMPS RUN PROJECT

I. REPORTS:

A. Engineer

- Request motion to waive any Borough permit fees for Stumps Run Project

B. Solicitor

- Resolution 2021-03 to Amend Borough Employee Personnel Manual to Include Employee Performance Evaluation Process

C. Police Dept. – Officer in Charge

- Review Monthly Police Reports

D. Borough Foreman

- Request motion to waive the bonding of Borough roads for the Water Improvement Project

E. Borough Administrator/Zoning Officer

- YTD Report on Zoning Permits Issued & Borough Code Violations

EXECUTIVE SESSION – As Needed for Legal or Personnel Discussion

II. OLD BUSINESS:

- Search for Alternate Member for UCC and IMPC Board of Appeals
- Review Letter of Support for Regional Community College

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III. NEW BUSINESS:

- Review of the SPRING 2021 Borough Newsletter

IV. COUNCIL MEMBERS & MAYOR REPORTS:

- | | |
|-----------------------|-------------------------|
| 1) Brian Swartz | 5) Elaine Sautner |
| 2) George Price | 6) Daniel Faust |
| 3) Judy Lynn | 7) |
| 4) Michael Kerstetter | 8) Mayor – Heidi Potter |

V. COUNCIL COMMITTEE REPORTS:

- 1) Personnel: Chairperson/Elaine Sautner, George Price, Brian Swartz
- 2) Buildings & Grounds: Chairman/George Price, Daniel Faust, Dustin Zechman
- 3) Streets & Sidewalks: Chairman/Michael Kerstetter, Judy Lynn, Elaine Sautner, Dustin Zechman
- 4) Parks & Recreation: Chairperson/Judy Lynn, George Price, Beverly Inch
- 5) Safety: Chairman/George Price, Daniel Faust, Mayor Heidi Potter, Police Chief
- 6) Budget: Chairperson/Brian Swartz, Heidi Potter, Michael Kerstetter
- 7) Grants: Chairperson/Elaine Saunter, Daniel Faust, Elizabeth Paige
- 8) Borough Land Usage: Chairman/Brian Swartz, Heidi Potter, Daniel Faust
- 9) Snyder County Tax Collection: Heidi Potter/Rep. and Michael Kerstetter/Alt. Rep.

VI. Correspondence, Minutes or Reports:

- Municipal Authority Meeting Minutes for February 9, 2021
- Office of Open Records Article from February 2021 PA TownshipNews Magazine
- Article from PA Borough Solicitors Association – State Ethics Commission Order

VII. Meeting Adjournment