

**MIDDLEBURG BOROUGH COUNCIL**  
**SPECIAL MEETING MINUTES**  
**Thursday, June 01, 2023 @ 6:00 p.m.**  
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Meeting Location: Middleburg Borough Building, 13 N. Main Street, Middleburg, PA  
Council Members: Present: Brian Swartz/President, Donald Zechman/Vice-President, Beverly Inch, Brian Pauling, James Shull and Mayor Heidi Potter. Absent were Michael Kerstetter and Joseph Mizak.  
Others Present: Beau Hoffman/Borough Solicitor, Police Chief/Mark Bailey, and Borough Administrator/Elizabeth Paige  
Public Present: None in attendance

**CALL TO ORDER:** Council President, Brian Swartz called the Special Borough Council Meeting to order at 6:00 p.m. Council President, Brian Swartz stated the purpose of the special meeting is for the review and consideration of a proposed agreement with the Midd-West School District to provide a School Resource Officer (SRO). Also, the Borough Council may consider taking action to hire a new Middleburg Borough Police Department part-time officer.

Council President, Brian Swartz called for any public comments on the proposed agreement with the Midd-West School District to provide a School Resource Officer (SRO). With there being no public comments, Police Chief Mark Bailey stated Midd-West School District contacted him and Mayor Heidi Potter to discuss the possibility of entering an agreement with the Midd-West School District to provide a School Resource Officer (SRO) as the current SRO resigned effective the end of the 2022-2023 school year. Police Chief Bailey also informed Borough Council one of the current school district security officers has also resigned, which leaves the school district with only one security officer. Police Chief Bailey reviewed the proposed agreement terms with the Midd-West School District to provide an SRO with the Borough Council members. At this time, Borough Council held a lengthy discussion of the terms of the proposed agreement and the option of hiring a part-time officer or hiring a full-time officer to fulfill the terms of the proposed agreement. After the discussion ended, Police Chief Bailey requested Borough Council to consider granting approval to enter into negotiations with the Midd-West School District regarding the proposed agreement, which would allow the Midd-West School District to review the proposed agreement at the next school district board meeting to be held on Monday, June 12, 2023. Motion made by James Shull and seconded by Brian Swartz to approve entering into negotiations with the Midd-West School District regarding the proposed agreement with the Borough requesting a 5% increase in the compensation of service provided in school year 2 (2024 - 2025) and school year 3 (2025 – 2026) of the proposed agreement terms. Motion carried unanimously. With the approval of the negotiations of the proposed agreement, Police Chief Bailey requested Borough Council to approve allowing him to start the process to enroll the selected SRO candidate into the HACC/Police Academy session starting July 5, 2023. Police Chief Bailey stated HACC will not invoice for the tuition until the third week of the academy, which would allow the opportunity for the Midd-West School District and the Borough to negotiate and approve an agreement. Motion made by Brian Swartz and seconded by James Shull to approve allowing the Police Chief to start the process to enroll the selected candidate into the HACC/Police Academy session starting July 5, 2023. Motion carried unanimously.

Motion by James Shull and seconded by Brian Swartz to adjourn the special meeting at 6:52 p.m. Motion carried unanimously.

Respectfully Submitted,

Elizabeth Paige  
Borough Administrator/Secretary