

Borough of Elmer Minutes**February 12, 2020**

CALL TO ORDER: A Special Meeting of the Borough Council convened in the Borough Hall at 6:30 p.m. with Mayor Joseph P. Stemberger presiding. The purpose was to discuss the Small Cities CDBG grant awarded to remove physical mobility barriers at the Elmer Borough Hall to comply with the Americans with Disabilities Act (ADA) and any other business deemed appropriate.

FLAG SALUTE AND INVOCATION: Mayor Stemberger led the flag salute and invocation and noted that adequate notice of the meeting was provided on February 3, 2020 pursuant to the Open Public Meetings Act.

ROLL CALL: Council President Lewis Schneider, Council Members Lynda Davis, Bruce Foster, Cynthia Nolan, Steven Schalick, James Zee, and Mayor Joseph Stemberger answered to roll call. Also present were Solicitor Brian Duffield, Chief Financial Officer Cynthia Strang, Grant Writer Mark Blauer, Borough Engineer Michael Brown, and Clerk Sarah Walker.

UNFINISHED BUSINESS: None.

NEW BUSINESS: Mark Blauer, Blauer Associates, provided an overview and answered question about the Small Cities CDBG grant awarded to remove physical mobility barriers at the Elmer Borough Hall to comply with the ADA. The grant period effectively starts January 1, 2020 and ends December 31, 2022 unless an extension is needed. Blauer explained and answered questions about the budget detail page he handed out. The grant award covers the construction and the Borough's match (15% minimum) includes the soft costs (engineer & architect). Blauer Associates is under contract but the engineer and architect will need to provide proposals. Council members and the Solicitor discussed various aspects including how to bid and fund the project, and contingencies for asbestos and lead. Borough Engineer Mike Brown answered some questions about the bidding procedure and noted that contingencies were built into the budget. Blauer indicated that the next steps are to sign the contract with the State, solicit proposals from the engineer and architect, and prepare the project funding. No formal action was taken.

PUBLIC SESSION: Motion Zee second Davis to open the public portion of the meeting. All were in favor and the motion carried. There being no public comment, motion Zee second Foster to close the public portion. All were in favor and motion carried.

ADJOURNMENT: At 7:22 pm motion Zee second Davis that the meeting be adjourned. All were in favor and motion carried.

February 12, 2020

Approved: March 11, 2020

Sarah D. Walker, Borough Clerk