

EPHRATA BOROUGH COUNCIL

Monday, January 3, 2022

Reorganization Meeting Agenda

Call to Order

Moment of Silence / Pledge of Allegiance

Attendance/Roll Call

Approval of Council Agenda as Presented

Oath of Office - *The Honorable Tony S. Russell, Magisterial District Judge*

- Ralph E. Mowen, Mayor, 4-Year Term

Oaths of Office - *The Honorable Ralph E. Mowen, Mayor*

- Thomas G. Reinhold, Borough Council, First Ward, 4-Year Term
- Alan Buohl, Borough Council, Second Ward, 4-Year Term
- Kory Musser, Borough Council, Second Ward, 2-Year Term
- Tim L. Barr, Borough Council, Third Ward, 4-Year Term
- Victor E. Richard, Borough Council, Fourth Ward, 4-Year Term

Nominations/Elections of Officers

- Council President
- Council Vice President
- President Pro Tem

Passing of Gavel to Elected Council President

Opportunity for Citizens to be Heard

Discussion/Announcements

Adjournment

EPHRATA BOROUGH COUNCIL

Monday, January 3, 2022

Work Session Agenda

Call to Order

Attendance/Roll Call

Discussion of Committee Actions

Budget and Finance Committee

- Resolution 2022-01: Appointing Debra M. Bartow as the Borough's Assistant Secretary
- Resolution 2022-02: Appointing Debra M. Bartow as the Borough's Treasurer
- Resolution 2022-03: Appointing James R. McManus, III, Esquire, as the Borough's Solicitor and the firm of Salzmann Hughes, P.C., as the Assistant Borough Solicitor/Legal Firm
- Resolution 2022-04: Appointing individuals to serve on Boards and Commissions for 2022 –Including Ephrata Public Library Board Members
- Ephrata National Bank Resolutions: Updating Contact Information, Signers and Online Access Authorizations for Borough Accounts

Public Safety Committee

- Civil Service List: Approval of Listing of Eligible Applicants for the Position of Police Officer
- Police Officer Hiring: Recommendation of Applicant Robert M. Focht for the Position of Police Officer

Highway Committee

- A&H Equipment Quote: Authorization to Purchase a 2022 Tandem Axle International Chassis with a Beuroc Stainless Steel Bed

Personnel Committee

- Ratification of the Following Borough Council Documents:
 - By-Laws
 - Meeting Guidelines
 - Rules of Order
 - Telecommunication Policy
 - Code of Ethics/Conflicts of Interest Guidelines
 - Whistleblower Policy
 - Guidelines for Employee Evaluations
 - Performance Evaluation: Borough Manager
 - Performance Evaluation: Chief of Police
 - Performance Management Process
 - Budget Night Policy
- Committee Meeting Guidelines: Approval of Revisions

Committee Recommendations

Budget and Finance Committee

- That Borough Council adopt Resolution 2022-01 appointing Debra M. Bartow as the Borough's Assistant Secretary
- That Borough Council adopt Resolution 2022-02 appointing Debra M. Bartow as the Borough's Treasurer
- That Borough Council adopt Resolution 2022-03 appointing James R. McManus, III, Esquire, as the Borough's Solicitor and the firm of Salzmann Hughes, P.C., as the Assistant Borough Solicitor/Legal Firm

Public Safety Committee

- That Borough Council approves the acceptance of the certified list of eligible police applicants as provided in the letter from the Ephrata Borough Civil Service Commission dated December 13, 2021.
- That Borough Council approves the hiring of Robert Michael Focht for the position of Police Officer effective January 31, 2022. This will be a conditional offer of employment pending Mr. Focht's successful passing of a physical, psychological and drug screening examinations. Mr. Focht will be subject to a one-year probationary period commencing January 31, 2022 and ending January 31, 2023.

Opportunity for Citizens to be Heard

Discussion/Announcements

Adjournment