

**GLEN ROCK BOROUGH
COUNCIL MEETING MINUTES
December 16, 2009**

Present:	Council Members:	Lucy Cadwallader Jane Glatfelter* Kenneth Krebs John Peters Richard Shiles Kathleen Wells
	Solicitor:	Michelle Pokrifka
	Borough Engineer:	David Lipinski
	Mayor:	Ronald McCullough, Jr.
	Secretary:	Ann Merrick
	Visitors:	Eight Visitors

The meeting was Called to Order at 7:04P. M. by Council President K. Wells beginning with the pledge to the flag followed by a moment of silence.

Announcements

1. Council President K. Wells announced that there is one vacancy on the Glen Rock Planning Commission.
2. Council President K. Wells announced that Council would be recessing for Executive Session after the Borough Engineer's Report to discuss personnel.

Person's on the Agenda

1. Jon Page, owner of 31 Cottage Avenue
Ms. Page requested a time line from Council regarding the demolishing or rebuilding of all four homes affected by the August 29, 2009 fire on Cottage Avenue. Council discussed defining "what is a reasonable period of time". The solicitor stated she could file a **Lis Pendens** if needed for properties not providing escrow funds to the Borough. Council stated their confidence that some progress is being made.

*J. Glatfelter arrived for the meeting at 7:16 P. M.

The solicitor suggested writing a letter to all attorneys for the 35 Cottage Avenue property, asking them to provide their plans for construction or demolition of the property. L. Cadwallader moved to authorize the solicitor to

- file a Lis Pendens for 35 Cottage Avenue and send letters to all involved attorneys, seconded by J. Peters. Motion carried.
2. Keith Godfrey – Property owner, non-resident of the Borough
Mr. Godfrey asked council for further follow up regarding Rental Inspections in Glen Rock Borough. Mr. Godfrey expressed concern about how the borough is enforcing Rental Inspections. As Council and the solicitor tried to answer his questions, Mr. Godfrey continued to interrupt with additional questions and kept moving the conversation in circles.

Planning Commission Report

1. The Planning Commission discussed the Glen Rock Vista three lot sketch concept during their most recent meeting. The Commission agrees with the written comments which are attached to the end of the minutes.

Borough Engineer's Report

1. D. Lipinski discussed the recent submission of three lots for the GR Vista Project. He reviewed the emailed submission of their extension letter. After a lengthy discussion, K. Wells moved for Council to grant an extension until March 17, 2010, seconded by R. Shiles. Motion carried.
2. D. Lipinski will be mailing three original agreements to DEP Grants Center by the December 17, 2009 deadline. The grant is valid upon full execution of the agreement from September 25, 2009 through September 24, 2012.
3. The secretary reminded Council about their previous discussion of making notations regarding specific deed requirements right on the subdivision plans. K. Wells moved to amend her previous motion to include the comment that specific notations, as outlined by the GR Planning Commission, must be recorded in the deeds as well as on the subdivision plans and granted the extension until March 17, 2010 for the three lot sketch concept plan, seconded by R. Shiles. Motion carried.
4. D. Lipinski noted that for future liquid fuels projects, engineering can be paid from the Liquid Fuel Account.
5. Prior to sending the Request for Proposal to the three structural engineering firms, D. Lipinski had to select one of the repair options as a basis. D. Lipinski selected CS Davidson's repair since this temporary/permanent repair would be the most economical. He spoke to the president of CS Davidson to confirm that the Borough could use their idea. M. Klinedinst agreed as long as they were given a chance to bid on the project. D. Lipinski will prepare the RFP's and send it out in January. He also spoke with Penn DOT Municipal Services and they agreed that Liquid Fuel Funds could be used to repair the wall since the wall is necessary for the roadway.

The firm continues to look for possible grants but so far have not found a match.

6. The Work Supervisor asked the engineer if a traffic study is necessary for the placement of street signs, speed limit signs, etc. In the past if signs were installed without a traffic study, they were not enforceable by the police. The developer thinks they are only responsible for stop signs and street signs, but the engineer thinks the developer is responsible for all signage within the development. D. Lipinski will review the ordinance and the plans to see what specific guidelines are provided.

** Council recessed to Executive Session at 8:17 P. M. to discuss personnel.

*D. Lipinski left the meeting at 8:37 P. M.

**The council meeting resumed at 8:37 P. M.

Appointments/Resignations

1. K. Wells moved to accept the resignation of Citizen-at-Large, Larry Flemmens, representative for the Southern Regional Police Commission, seconded by K. Krebs. Motion carried.

Approval of the Minutes

1. L. Cadwallader moved to approve the November 18 Council Minutes, seconded by J. Peters. Motion carried.

Zoning Officer's Report

1. The ZO provided a monthly summary report for November, 2009, which is available for review in the Borough Office, if requested. The secretary provided the following summary: there were two zoning permits issued; there were no new zoning violations or existing zoning violation, and zero abated zoning violation; there are four existing property maintenance issues and five requests for determinations/questions. CAI completed three Rental inspections.

Solicitor's Report

1. The solicitor provided Ordinance 464 (2009 – 6), an ordinance establishing the real estate tax rate for the year 2010, for Council to review. J. Peters moved to adopt Ordinance 464 (2009 – 6), an ordinance establishing the real estate tax rate for the year 2010, seconded by K. Krebs. Motion carried.

2. The solicitor provided Resolution 2009 - 18, a resolution adopting the amended fee schedule for the Building Code Official Fees. J. Peters moved to adopt Resolution 2009 - 18, a resolution adopting the amended fee schedule for the Building Code Official Fees, seconded by L. Cadwallader. Motion carried.
3. The solicitor stated that she reviewed Ordinance 450, the Borough's Nuisance Ordinance, which covers abandoned vehicles. The Borough should do all they can to address issues before turning information over to the SRP.
4. The solicitor provided a memo to Council regarding procedures and general information for pursuing a Boundary Change.

Mayor's Report

1. Two police officers are scheduled for Christmas Eve and GR Fire Police will direct traffic.
2. Judge W. Reamer will swear in the newly elected Councilor's and the Mayor prior to the start of next month's reorganizational meeting.

Work Supervisor's Report

1. WS has ordered three loads of salt and has currently received two loads.

Secretary's Report

1. The secretary stated that the one month CD matures on December 24, 2009 and asked Council to decide if the funds should remain in a one month CD. K. Krebs moved to maintain a one month CD, seconded by L. Cadwallader. Motion carried.
2. The secretary requested a motion to transfer \$1500.00 from the Rental Fund into the General Fund to receive higher yield of interest. K. Krebs moved to transfer \$1500.00 from the Rental Fund into the General Fund to receive higher yield of interest, seconded by L. Cadwallader. Motion carried.
3. GR Borough received a note of thanks from the Hufnagel Public Library for the borough's 2009 donation of \$1500.00.
4. GR Borough received an invitation to an OPEN HOUSE on Friday January 8, 2010 from 10am – 12:30pm at the new court facility, 165 Fairview Court, New Freedom, PA from Judge Walt reamer and staff.
5. The secretary requested a motion to adopt Resolution 2009 – 19, the appropriations resolution, that unexpected revenue remaining in the 2009 budget be transferred to any and all budget accounts that have over-expended balances. K. Krebs moved to adopt Resolution 2009 – 19, the appropriations resolution, that unexpected revenue remaining in the 2009

budget be transferred to any and all budget accounts that have over-expended balances, seconded by R. Shiles. Motion carried.

6. The secretary requested a motion to authorize the Finance Committee to close out the 2009 fiscal year. J. Peters moved to authorize the Finance Committee to close out the 2009 fiscal year, seconded by R. Shiles. Motion carried.

Ordinance/Refuse Report

1. R. Shiles provided information regarding the Economic Development Plan, Chapter 9 Action Plan, which is available in the Borough Office.

Police Commission Report

1. Written report for October, 2009 is available for review in the Borough Office. For comparison purposes, the following is a list of "Calls for Service" for each municipality:
 - a. Glen Rock Borough – 51
 - b. New Freedom Borough – 83
 - c. Shrewsbury Borough – 105
 - d. Southern School District – 16
 - e. Railroad Borough – 9
 - f. Other jurisdictions – 8The specific breakdown for Glen Rock Borough's "Calls for Service" includes the following: Citations, 10; written warnings, 2; summary arrests, 0; and criminal arrests, 2.
2. The Police Commission has hired Clarence E. Allen, solicitor, who will start in January 2010.
3. Darryl L. Smuck, II earned the position of Sergeant.
4. Council discussed the cost of Southern Regional Police Services to the Borough. The Police Officer's opted with no pay raise in order to continue with 100% Healthcare coverage for officers and their families. J. Peters moved for GR Borough to opt out of SRPD services for 2011, seconded by L. Cadwallader. Motion carried.

Special Projects Report

1. Winter flags are hung up.

Public Safety Report

1. J. Peters said he is interested in remaining on the Public Safety Committee but notified Council of his intention to resign as EMC Coordinator.

2. J. Peters reminded Council that NIMS Training is mandatory for all Council members.

Special Projects Report continued

2. L. Cadwallader asked when the procedure for use of the sign at 3 Main Street would be developed. The procedure should be in place by January, 2010.

Finance Report

1. K. Wells moved to pay the following invoices over \$500.00 through the General Fund, seconded by K. Krebs:

a. CGA Law Firm	\$ 2966.62
b. Douglas Equipment & Supply Co.	652.31
c. Ford Credit Dept	15249.63
d. GR Recreation Board	2363.61
e. James R. Holley & Associates, Inc.	1751.40
f. Service Tire Truck Centers	527.80
g. Southern York Turf & Tractor	509.11
h. Swam Electric Co, Inc.	4315.99

Motion carried.
2. K. Wells moved to pay the following invoice over \$500.00 through the Liquid Fuels Account, seconded by J. Peters:

a. James R. Holley & Associates, Inc.	\$ 426 .00
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Motion carried.
3. K. Wells provided a copy of the 2010 advertised Budget to each council member. K. Wells moved to adopt the 2010 budget, seconded by K. Krebs. Motion carried.

Personnel Report

1. Borough employees requested three additional holidays. Council discussed and decided to give two additional holidays: President's Day and Veteran's Day. J. Glatfelter moved to approve two additional holidays for full-time Borough Employees, beginning in 2010: President's Day and Veteran's Day, seconded by L. Cadwallader. Motion carried.

Building/Property Report

No report.

President's Report

1. K. Wells announced that she is not interested in continuing to serve as Council President due to time constraints, but will remain on Council to complete her four year term. The Council members thanked K. Wells for her service.

Public Comment

1. The Mayor stated that the GR Fire Company is hiring a professional to teach the volunteers how to properly run a meeting and invited any interested Council members to participate. Information will be passed on for those who are interested.

R. Shiles moved to adjourn the Council Meeting at 9:30 P. M., seconded by L. Cadwallader. Motion carried.

Summary of Motions

1. L. Cadwallader moved to authorize the solicitor to file a Lis Pendens for 35 Cottage Avenue and send letters to all involved attorneys, seconded by J. Peters. Motion carried.
2. K. Wells moved for Council to grant an extension until March 17, 2010, seconded by R. Shiles. Motion carried.
3. K. Wells moved to amend her previous motion to include the comment that specific notations, as outlined by the GR Planning Commission, must be recorded in the deeds as well as on the subdivision plans and granted the extension until March 17, 2010 for the three lot sketch concept plan, seconded by R. Shiles. Motion carried.
4. K. Wells moved to accept the resignation of Citizen-at-Large, Larry Flemmens, representative for the Southern Regional Police Commission, seconded by K. Krebs. Motion carried.
5. L. Cadwallader moved to approve the November 18 Council Minutes, seconded by J. Peters. Motion carried.
6. J. Peters moved to adopt Ordinance 464 (2009 – 6), an ordinance establishing the real estate tax rate for the year 2010, seconded by K. Krebs. Motion carried.
7. J. Peters moved to adopt Resolution 2009 - 18, a resolution adopting the amended fee schedule for the Building Code Official Fees, seconded by L. Cadwallader. Motion carried.
8. K. Krebs moved to maintain a one month CD, seconded by L. Cadwallader. Motion carried.

9. K. Krebs moved to transfer \$1500.00 from the Rental Fund into the General Fund to receive higher yield of interest, seconded by L. Cadwallader. Motion carried.
10. K. Krebs moved to adopt Resolution 2009 – 19, the appropriations resolution, that unexpected revenue remaining in the 2009 budget be transferred to any and all budget accounts that have over-expended balances, seconded by R. Shiles. Motion carried.
11. J. Peters moved to authorize the Finance Committee to close out the 2009 fiscal year, seconded by R. Shiles. Motion carried.
12. J. Peters moved for GR Borough to opt out of SRPD services for 2011, seconded by L. Cadwallader. Motion carried.
13. K. Wells moved to pay the following invoices over \$500.00 through the General Fund, seconded by K. Krebs:

a. CGA Law Firm	\$ 2966.62
b. Douglas Equipment & Supply Co.	652.31
c. Ford Credit Dept	15249.63
d. GR Recreation Board	2363.61
e. James R. Holley & Associates, Inc.	1751.40
f. Service Tire Truck Centers	527.80
g. Southern York Turf & Tractor	509.11
h. Swam Electric Co, Inc.	4315.99

 Motion carried.
14. K. Wells moved to pay the following invoice over \$500.00 through the Liquid Fuels Account, seconded by J. Peters:

a. James R. Holley & Associates, Inc.	\$ 426 .00
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 Motion carried.
15. K. Wells moved to adopt the 2010 budget, seconded by K. Krebs. Motion carried.
16. J. Glatfelter moved to approve two additional holidays for full-time Borough Employees, beginning in 2010: President's Day and Veteran's Day, seconded by L. Cadwallader. Motion carried.
17. R. Shiles moved to adjourn the Council Meeting at 9:30 P. M., seconded by L. Cadwallader. Motion carried.

Respectfully submitted,

Ann E. Merrick
Secretary/Treasurer