

**GLEN ROCK BOROUGH
COUNCIL MEETING MINUTES
July 15, 2009**

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

The meeting was Called to Order at 7:20 P. M. by President K. Wells beginning with the pledge to the flag followed by a moment of silence.

Announcements

Council President K. Wells apologized for the meeting starting so late due to lack of a quorum at 7 P. M. She also announced that Council would be recessing for Executive Session after the Borough Engineer's Report to discuss litigation.

Person's on the Agenda

1. Thomas O'Connor – 26 Dustys Lane
Mr. O'Connor explained that part of the property he owns in the borough is currently planted with Timothy and Clover. He requested permission to allow the growth of Timothy, Clover and/or grass to a height of sixteen inches, to enable a farmer to then cut the field as feed for animals. Council discussed. R. Shiles moved for Council to grant an exception to Mr. O'Connor, allowing growth in his two acre lot of up to sixteen inches, to be cut by a farmer, seconded by K. Krebs. The motion passed unanimously.
2. Joe and Andrea Lathe-Vitale – currently residents of Baltimore, MD
Mr. Lathe-Vitale and his wife will soon be moving to Glen Rock and want to open a business in the borough at the location, 48 Water Street. They met with CAI, completed an inspection, and by right, may use this location for both a retail store and tattooing, but wanted to introduce themselves to Council

and look forward to becoming part of the community. Council asked a few questions and welcomed Joe and Andrea to the borough.

Borough Engineer's Report

1. The borough's Growing Greener 2 Grant Application is currently under review by DEP. The engineer indicated that the additional funding may be an issue with DEP (\$206,250 to \$233,750) under the Growing Greener 2 program because now no funds are available for that portion of the program; however, DEP may be able to find funds from another portion of the program and transfer those funds to this grant. If DEP only has funding for the \$206,250, the engineer asked if Council wishes to continue with the project. R. Shiles moved for Council to proceed with the \$206,250 funds for Growing Greener 2 Grant, with the engineer trying to obtain the most possible funding for the Borough, seconded by K. Krebs. Motion unanimously carried.
2. The engineer should finish his review of the by the Glen Rock Vista Plan by the end of this week and will issue a letter with his comments to the borough.
3. The engineer is waiting for the applicants to meet the conditions of approval for the Grove Subdivision Plan.
4. The engineer stated that if council wants to complete any street work this year, construction would not be completed until October 15. The engineer can prepare the documents over the winter, accept bids in March and start construction in April, 2010. Council discussed. K. Wells moved to proceed with the street project of paving Wolf Street this year, seconded by K. Krebs. Motion carried. The secretary confirmed that the engineer is preparing all documents for this project.
5. The portion of the Hanover Street (York Housing Authority) project that directly affects the borough is complete except for sealing the joints in the paving. Holley & Associates' inspector has contacted the contractor to address this item.
6. The engineer has forwarded the revised draft New FEMA maps and Ordinance to the solicitor for review, as per council's recommendations. The ordinance should be advertised by the end of the month. Once the solicitor has made the necessary legal revisions for the borough the draft must be forwarded to DCED (and possibly YCPC) for review and comment prior to adoption. The adoption must take place no later than the September Borough Council meeting. The borough should keep track of all expenditures for the adoption of this ordinance as DCED will reimburse the borough 50% of these costs. K. Wells moved to authorize the solicitor to advertise the floodplain Ordinance 460 (2009 – 2), seconded by R. Shiles. Motion carried.

****L. Cadwallader arrived for the meeting at 7:45 P. M. She arrived late to the meeting because she was attending the Southern Regional Police Commission meeting.**

7. George Spencer (Colonial Meadows) has received another violation notice from the York County Conservation District on July 7, 2009 for lots 1 and 34. The WS asked at what point the Borough gives Mr. Spencer the direction to fill in the retention pond on the Rexwood Drive cul-de-sac. The solicitor stated that the responsibility belongs to the property owner who currently maintains the retention pond. The WS thought this was Mr. Spencer's property, since it is not a permanent storm erosion pond. The solicitor suggested checking both the Subdivision and Erosion Control Plan. K. Krebs moved to authorize the solicitor and/or engineer to investigate the issues related to the storm water pond in the Colonial Meadows development, seconded by R. Shiles. Motion carried.
8. The conservation district has finally agreed to allow the sediment basins to be converted to the permanent storm-water basins in the Fields of Broad Springs development. The E&S plans have been revised and are currently under review by the York County Conservation District. Once the revised plans are approved by YCCD, the engineer will forward the proposed changes to the attorneys so the amendments to the plan can be finalized, approved and recorded. The engineer does not want the final wearing course placed on the streets until the basin conversions are complete. The engineer has issued a letter to the Glen Rock Sewer and Water Authority (copied the borough) advising them to perform a final inspection of the water and sewer facilities in the development so any problems can be repaired and/or replaced prior to placement of the final paving course.
9. Council asked if the engineer had any recommendations for temporarily repairing School Street. Placing an additional guardrail will make the road too narrow. The engineer said he would investigate this project further, with no cost to the borough. The engineer will meet with the WS to discuss available options, when the two meet to further discuss the Wolf Street project.

*D. Lipinski left the meeting at 7:56 P. M.

** Council recessed to Executive Session at 7:58 P. M. to discuss litigation.

**The council meeting resumed at 8:25 P. M.

Planning Commission Report

No report.

Approval of the Minutes

1. R. Shiles moved to approve the June 15 Minutes, seconded by L. Cadwallader. Motion unanimously carried.

Zoning Officer's Report

1. The ZO provided a monthly summary report from June 18 through July 15, 2009, which is available for review in the Borough Office, if requested. The secretary provided the following summary to Council and the public: there were three zoning permits issued and one certificate of occupancy issued; there is one zoning violations; there were four requests for determinations/questions. CAI completed forty-one Rental inspections in the month of June, 2009.
2. CAI recommends continuing the use of the IPMC, adopting the 2006 version and any updates, with specific recommendations to be included in amending Ordinance 420 and 421 for rental inspections. K. Krebs moved to amend and consolidate Ordinance 420 and 421 to incorporate the 2006 updated version of the IPMC and to include the exceptions proposed by the BCO from the IPMC for rental property inspections and authorized the solicitor to advertise the amended Ordinance 461 (2009 – 3) for adoption at the August meeting, seconded by R. Shiles. Motion unanimously carried.

Solicitor's Report

1. Ordinance 460 (2009 – 2), amending the Borough's Zoning Ordinance, was submitted to YCPC for their review, prior to advertising the ordinance.
2. The solicitor stated that the Recreation Fees may be increased now or annually by adoption of an updated resolution. L. Cadwallader moved to adopt Resolution 2009 – 7, updating the Borough's Fee Schedule to include increasing the Recreation Fees to \$2500.00, seconded by K. Krebs. Motion carried.
3. The solicitor stated that Council has thirty days to notify a SALDO requestor of Council's decision. M. Pokrifka presented a copy of an approval letter, indicating conditions of the approval, which she has written to the Grove/Dalpezzo. The solicitor requested permission to verify the conditions with the Borough Engineer and mail the letter no later than July 17, 2009. R. Shiles moved to authorize the solicitor to verify the conditions with the Borough Engineer and mail the letter no later than July 17, 2009 to the

- Grove and Dalpezzo property owners regarding their subdivision approval with conditions, seconded by K. Krebs. Motion carried.
4. The solicitor received the Floodplain Ordinance which was forwarded to her by the engineer and needs to review by the end of the month.

Mayor's Report

1. The Police Commission is meeting this evening; J. Peters will provide update later in the meeting.
2. On July 29, 2009 at midnight, the new 911 radio system will be used for all ambulance and fire calls.
3. The Mayor has received several calls about residents burning in the Borough without Burn Permits and followed up with each violator, explaining that a Burn Permit is required prior to any burning in the borough.

Work Supervisor's Report

1. The Work Supervisor requested a motion to spend up to \$4000.00 for Stewart & Tate to crack seal Rexwood Drive and Wyndham Lane in the Colonial Meadows development. The WS explained that these roads are showing wear and tear, and will need to be replaced if this preventive measure is not approved. K. Krebs moved to authorize the Work Supervisor to spend up to \$4000.00 for Stewart & Tate to crack seal Rexwood Drive and Wyndham Lane in the Colonial Meadows development, seconded by J. Glatfelter. Motion carried.
2. The Work Supervisor discussed the School Street project with Council. He suggested that Council direct the engineer to provide corrective action as requested and immediately needed. This may enable the Borough to plan for more extensive repairs at a later date.
3. The "Welcome to GR Borough" signs need to be replaced and the Work Supervisor asked council to consider a new color scheme if they wish. The stop signs and speed limit signs need to be upgraded by 2010 and the street name signs need to be upgraded by 2011. Council discussed and chose a red background with white lettering for the "Welcome to GR Borough" signs. To begin with, the WS will order one sign to insure the sign is easily read.
4. The WS was asked if he is interested in participating in the York County Sheriff program, with inmates providing volunteer work in the Borough. The WS stated that having volunteers would be helpful with some work throughout the borough. He will contact the Sheriff to determine the procedure for registering for this available program.
5. Residents on Rexwood Drive continue to complain about the turkey vultures. The WS requested permission to contact the USDA, to investigate the next

step toward possibly shooting the vultures. R. Shiles moved to apply for a permit with the USDA for shooting turkey vultures, seconded by L. Cadwallader. Motion carried.

*J. Glatfelter left the meeting at 8:57 P. M. and returned at 9:00 P. M.

Secretary's Report

1. Shrewsbury Township received the following unofficial salt bids:
 - a. Cargill Salt @ \$69.77 per ton;
 - b. Eastern Salt @ \$72.25 per ton;
 - c. American Rock @ \$72.34 per ton; and
 - d. International Salt @ \$87.15 per ton.The Shrewsbury Township Board of Supervisor's awarded the contract to Cargill Salt, pending review by their Solicitor. (For the 2008 – 2009 Snow Season, the participating municipalities purchased salt from American Rock Salt for \$66.44 per ton).
2. The secretary left a message for Jim Welty, NIMS Coordinator, to discuss the Borough's current non-compliance status. While on this subject, R. McCullough informed Council that in order to be eligible for grants, municipality's, Fire companies and Emergency Management providers need to be NIMS Compliant. NIMS Classes are available both on-line and in the classroom. Council suggested that the Borough office obtain records (Copies of Certificates) from the GR Fire Company and the GR EMS (Ambulance Club). Jeff Joy is willing to provide NIMS classes, but wants at least six participants in each class. Council needs to keep the Borough NIMS compliant.

Special Project's Report

1. PSAB has Life Insurance available for purchase from elected officials in each municipality. PSAB requires 75 % participation. This means seven of the nine elected officials would have to participate in the plan. The cost for individuals is \$8.60 per month for \$10,000.00 of life insurance, to be paid by the municipality and then each participant would reimburse the Borough. Three Council members stated they were not interested in obtaining additional Life Insurance, making Glen Rock Borough ineligible.

**R. McCullough left the meeting at 9:14 P. M.

Secretary's Report continued

3. The Borough's MMO for Glen Rock's Pension Plan for 2010 is \$7038.00. As the Chief Administrative Officer of the borough's pension plan, a motion is requested to meet the borough's MMO (Minimum Municipal Obligation) of \$7038.00 for 2010. K. Wells moved to meet the borough's MMO (Minimum Municipal Obligation) of \$7038.00 for 2010, seconded by K. Krebs. Motion carried.
4. The secretary asked for a motion to sign new Power of Attorney documents provided by TALX/UCeXpress. The solicitor stated that TALX may provide advice for its participants when there is an Unemployment compensation decision, but are not attorneys and may not provide legal advice. K. Wells moved to sign new Power of Attorney documents provided by TALX/UCeXpress, seconded by K. Krebs. Motion carried.
5. Glen Rock Borough was previously a member of the International Code Council. The secretary suggested reinstating the Borough's Membership for a cost of \$100.00 per year. K. Krebs moved to reinstate the Borough's membership with the International Code Council for \$100.00, seconded by L. Cadwallader. Motion carried.

Special Project's Report continued

2. L. Cadwallader has requested a meeting with State Representative DePasquale to discuss possible funding for Southern Regional Police Services for Glen Rock Borough. Rep. DePasquale has asked to schedule a meeting after the state budget passes. L. Cadwallader will need to know the projected cost of Police Services for 2011.
3. The Police Commission provided the following information during their meeting tonight:
 - a. The Police Commission usually contacts State Representative, Ron Miller;
 - b. Ed Malesker has verbally requested to know GR Borough's intentions for Police Services by March 1, 2010;
 - c. The Police Commission would like Council to know that they are willing to be flexible and want to work with the Borough regarding the cost for Police Services;
 - d. The Police Commission would like Council to consider how many officers are really needed for crowd control on Christmas Eve; and
 - e. Chief Childs uses comp time for his duties as PA State Chief of Police.
4. Detailed information must be kept in the borough office, regarding NIMS Compliance for the Borough, GR Fire Company, and GR EMS, Inc. Shrewsbury Township is interested in participating in NIMS Training classes being taught by Jeff Joy.

5. Jake Romig is completing two Growing Greener Grants for Glen Rock Borough: one totaling \$50,000 for porous paving of the municipal parking lot, and one totaling \$125,000 for the Valley Street buffer, to help slow down the water flow into the borough. J. Romig indicated there are two ways for the Borough to pay contractors: the first way is to apply for twenty percent of upfront working capital, to help keep the Borough ahead of the costs; the second way is to ask the contractor to hold a check payment until the borough is refunded the grant money by the state. J. Romig indicated that DEP thinks both grants are viable projects.
6. L. Cadwallader provided more information and documentation regarding Stimulus Funding available through the State of Pennsylvania.
7. L. Cadwallader expressed concern over the use of fireworks in the Borough. There is a Fireworks Bill pending. More information is available through Senator Mike Waugh's website.

Ordinance/Refuse Report

1. R. Shiles asked if Glen Rock Borough Council adopted a new Record Retention Schedule, as referenced in the Questions & Answers Article in the June, 2009 Pennsylvania Borough News magazine. The solicitor responded that Council did adopt a new record retention schedule.
2. FEMA is sponsoring a Flood Insurance regulation meeting on Tuesday July 21, 2009. R. Shiles will attend and provide information back to Council.
3. As a follow up to last month's comments, R. Shiles stated that there is no sense in having ordinances, if council is not going to enforce the ordinances. R. Shiles suggested that Borough Council members form teams as a way of identifying problems or ordinance violations throughout the borough. Then he suggested that the borough send out a friendly letter notifying the property owner of their violations. Council discussed at length and there were a variety of opinions. Any resident including Borough council members may file a complaint form with the borough office to address violations. As a matter of record, Building Code violations do not require a complaint form to be filed. The Borough has adopted the UCC and IPMC which indicate when permits are necessary for completing projects in the borough. Council suggested doing an Education Campaign to educate the community on the importance of following the guidelines outlined in specific ordinances. Council suggested that an article be submitted for the next borough newsletter concerning the visibility of house addresses. R. Shiles volunteered to submit this article.

****J. Peters arrived for the meeting at 9:54 P. M. He arrived late because he was attending the Southern Regional Police Commission meeting.**

Personnel Report

1. The personnel committee met last month.

Building/Property Report

No report.

Police Commission/Public Safety Report

1. Written report for May, 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 – 56
 - b. New Freedom Borough – 123
 - c. Shrewsbury Borough – 117
 - d. Southern School District – 32
 - e. Railroad Borough – 9
 - f. Other jurisdictions – 10The specific breakdown for Glen Rock Borough's "Calls for Service" includes the following: Citations, 6; written warnings, 3; summary arrests, 2; and criminal arrests, 1.
2. On August 9 Sergeant Gary is retiring, but he will be paid through the end of the year because of vacation and sick time.

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	\$2102.90
b. Code Administrators, Inc.	1758.25
c. GR Recreation Board	2363.61
d. James R. Holley & Associates, Inc.	2744.45
e. Southern Police Commission	62437.00

Motion carried.
2. The Finance Committee has received a 2010 Budget Outline. Finance Chair requested that Committee's with projects submit their projects and estimates as soon as possible to finance committee members for possible inclusion in the 2010 budget. The August Finance meeting is scheduled for Tuesday, August 18 at 12:30 P. M.

President's Report

1. K. Wells met with K. Krebs and Buck Buchanan to discuss the cost of police services for Glen Rock Borough. Mr. Buchanan provided charts outlining the cost per capita, time per capita, and patrol time. K. Wells requested a document outlining the breakdown of year, revenue, contracted services, and percentage from the borough secretary. Based on the information, in 2008, 37% of the borough's revenue was spent on police services. The solicitor mentioned that the Borough's responsibility is to provide safety for its residents.

Public Comment

1. Robert Becker stated that other municipalities have websites and wondered if and when Glen Rock Borough would have their own website. Council stated that they have considered developing a website but the maintenance, updates and cost are prohibitive at this time.

J. Peters moved to adjourn the Council Meeting at 10:35 P. M., seconded by L. Cadwallader. Motion carried.

Summary of Motions

1. R. Shiles moved for Council to grant an exception to Mr. O'Connor, allowing growth in his two acre lot of up to sixteen inches, to be cut by a farmer, seconded by K. Krebs. The motion passed unanimously.
2. R. Shiles moved for Council to proceed with the \$206,250 funds for Growing Greener 2 Grant, with the engineer trying to obtain the most possible funding for the Borough, seconded by K. Krebs. Motion unanimously carried.
3. K. Wells moved to proceed with the street project of paving Wolf Street this year, seconded by K. Krebs. Motion carried. The secretary confirmed that the engineer is preparing all documents for this project.
4. K. Wells moved to authorize the solicitor to advertise the Floodplain Ordinance 460 (2009 – 2), seconded by R. Shiles. Motion carried.
5. K. Krebs moved to authorize the solicitor and/or engineer to investigate the issues related to the storm water pond in the Colonial Meadows development, seconded by R. Shiles. Motion carried.
6. R. Shiles moved to approve the June 15 Minutes, seconded by L. Cadwallader. Motion unanimously carried.
7. K. Krebs moved to amend and consolidate Ordinance 420 and 421 to incorporate the 2006 updated version of the IPMC and to include the exceptions proposed by the BCO from the IPMC for rental property

- inspections and authorized the solicitor to advertise the amended Ordinance 461 (2009 – 3) for adoption at the August meeting, seconded by R. Shiles. Motion unanimously carried.
8. L. Cadwallader moved to adopt Resolution 2009 – 7, updating the Borough's Fee Schedule to include increasing the Recreation Fees to \$2500.00, seconded by K. Krebs. Motion carried.
 9. R. Shiles moved to authorize the solicitor to verify the conditions with the Borough Engineer and mail the letter no later than July 17, 2009 to the Grove and Dalpezzo property owners regarding their subdivision approval with conditions, seconded by K. Krebs. Motion carried.
 10. K. Krebs moved to authorize the Work Supervisor to spend up to \$4000.00 for Stewart & Tate to crack seal Rexwood Drive and Wyndham Lane in the Colonial Meadows development, seconded by J. Glatfelter. Motion carried.
 11. R. Shiles moved to apply for a permit with the USDA for shooting turkey vultures, seconded by L. Cadwallader. Motion carried.
 12. K. Wells moved to meet the borough's MMO (Minimum Municipal Obligation) of \$7038.00 for 2010, seconded by K. Krebs. Motion carried.
 13. K. Wells moved to sign new Power of Attorney documents provided by TALX/UCeXpress, seconded by K. Krebs. Motion carried.
 14. K. Krebs moved to reinstate the Borough's membership with the International Code Council for \$100.00, seconded by L. Cadwallader. Motion carried.
 15. K. Wells moved to pay the following invoices over \$500.00 through the General Fund, seconded by K. Krebs:

a. CGA Law Firm	\$2102.90
b. Code Administrators, Inc.	1758.25
c. GR Recreation Board	2363.61
d. James R. Holley & Associates, Inc.	2744.45
e. Southern Police Commission	62437.00

Motion carried.
 16. J. Peters moved to adjourn the Council Meeting at 10:35 P. M., seconded by L. Cadwallader. Motion carried.

Respectfully submitted,

Ann E. Merrick
Secretary/Treasurer