

**GLEN ROCK BOROUGH  
COUNCIL MEETING MINUTES  
May 20, 2009**

<b>Present:</b>	Council Members:	Lucy Cadwallader Daniel Eadie 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:	Six Visitors

**The meeting was Called to Order** at 7:07 P. 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 Person's on the Agenda would address Council following the Borough Engineer's Report. She also stated that there would not be an executive session this evening.

**Borough Engineer's Report**

1. For the Growing Greener 2 Grant Application, D. Lipinski had to have forms completed by the County Planning Commission and Glen Rock Planning Commission to attach to application. D. Lipinski also had discrepancies between emails and phone conversations with York County and DEP that had to be resolved. D. Lipinski sent the application to DEP after having the application signed at the May Council meeting. D. Lipinski reminded Council that the Borough's match is \$41,250.00 and that this is a reimbursement type of grant so the Borough will have to pay the invoices up front and then submit the claims to DEP for reimbursement. The grant funds total \$233,750.00 which will be submitted for a single payment back to the Borough.
2. As discussed at last week's Planning Commission meeting, D. Lipinski wondered if the borough heard anything about the resubmission for the Glen Rock Vista Plan. The time extension expires in June so action will have to be taken at that meeting unless another time extension is granted.

3. For the Grove Subdivision Plan, a revised plan was submitted to the borough the day of the May Planning Commission meeting so the plan was not reviewed at their May meeting but will be discussed at the June Planning Commission meeting. Although the Planning Commission recommended to the Zoning Hearing Board that sidewalk is installed along the affected properties, the Zoning Hearing Board did not make this a requirement of the variance. Council may still require sidewalk if they so choose.
4. Last month D. Lipinski passed out the cost estimate for the reconstruction of School Street and Wolf Street and discussed the portion of the wall that has shifted. Estimates are as follows: 80 feet of poured in place reinforced concrete wall is \$85,000 and 80 feet of K-Rock Wall is \$114,000. These estimates are to demolish and replace the wall only; no street work is included in this estimate. Any roadway repairs in this location may fail if the wall continues to push. The construction equipment necessary to reconstruct the street will place additional dynamic load on this section of the wall. Unless the Borough has a record of how this wall was constructed, it is difficult to determine the stability of the wall. D. Lipinski still recommends that the borough hire a structural engineer to perform an analysis of the wall and make recommendations. Another option could be to obtain additional right-of-way from the adjacent property owners and shift the road over, away from the wall. A second guide rail could be added to keep traffic further away from the existing concrete wall.
5. D. Lipinski issued a letter to the York Housing Authority on April 17, 2009 for the Hanover Street project, indicating that council chose to have the proposed private storm sewer installed beneath the sidewalk and tied into the back of the existing inlet. He attached detail with the letter showing how the pipe and sidewalk are to be installed. The letter also indicated to contact James R. Holley & Associates two days prior to the start of work so inspections may be scheduled.
6. D. Lipinski received the New FEMA maps and Ordinance from Councilman Shiles and briefly reviewed it. There are options in the ordinance that Council has to make decisions about. D. Lipinski will meet with the solicitor to review the ordinance, and will make recommendations to Council and request their input on the draft ordinance prior to adoption. Just a reminder, the borough should keep track of all expenses related to the adoption of the floodplain management ordinance, as 50% of the cost will be reimbursed. DCED is supposed to inform the borough regarding the reimbursement procedure and supply necessary forms if applicable.

7. The temporary erosion control measures may be removed from the Borough Borough Park, now that the area is stabilized. Any erosion along the embankment should be repaired and stabilized.
8. D. Lipinski asked if Lester Matthews requested a extension to his Building Permit? The secretary will contact CAI and then notify D. Lipinski with the results.
9. As stated last month, Mr. Colledge let the E & S permit expire for the Field of Broad Springs development and did not extend the permit for earth moving activities. James R. Holley & Associates has submitted the erosion and sedimentation control plan and NPDES permit application on behalf of the owners and are awaiting approval from the York County Conservation District. Once approval is obtained, D. Lipinski will finalize the subdivision plan amendments and forward to the attorney.

### **Planning Commission Report**

1. The Planning Commission has not received any new revisions to the Glen Rock Vista Plans.
2. The Planning Commission submitted information to Council, recommending deleting the following portions of Article III – Zone Regulations of the Glen Rock Borough Zoning Ordinance:
  - a. Section 303 Residential-Suburban Zone (R-1), subsection j: Cluster Provision, to include sub bullets (1) through (6), page III-4 and page III-5; and
  - b. Section 304 Residential-Urban Zone (R-2), subsection j: Cluster Provision, to include sub bullets (1) through (5), page III-7 and page III-8.It is the opinion of the Planning Commission that due to the limited amount of suitable land within the Borough of Glen Rock for development under these provisions, and the potential for future problems pertaining to the wording of the ordinance, that it would be in the best interest of the Borough to delete said provisions of the Zoning Ordinance. R. Shiles moved to accept the Planning Commission's recommendations, deleting the following portions of Article III – Zone Regulations of the Glen Rock Borough Zoning Ordinance:
  - a. Section 303 Residential-Suburban Zone (R-1), subsection j: Cluster Provision, to include sub bullets (1) through (6), page III-4 and page III-5; and
  - b. Section 304 Residential-Urban Zone (R-2), subsection j: Cluster Provision, to include sub bullets (1) through (5), page III-7 and page III-8, seconded by L. Cadwallader. Motion carried.

### **Approval of the Minutes**

1. J. Peters moved to approve the April 15 Minutes, seconded by D. Eadie. Motion carried.

## **Zoning Officer's Report**

1. The ZO provided a monthly summary report from April 16, 2009 through May 20, 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 four Zoning Permits issued and seven Certificates of Occupancy issued; two new zoning violations and two abated zoning violations in the Borough. There were several requests for determinations/questions. CAI completed eight Rental inspections.
2. Council members discussed the procedure for addressing violations throughout the Borough. Council does not drive throughout the Borough looking for violations. Residents with concerns may request a "Complaint Form" and then file the completed written concern with the Borough Office for follow up.

*\*Visitor Keith Godfrey asked how the Borough addresses violations for a property that is vacant. The solicitor responded that she thinks for a violation, such as tall grass, the Borough may file a lien, with the collection of fees when the property goes to Sheriff Sale or settlement.*

## **Solicitor's Report**

1. M. Pokrifka mailed two letters for late Rental Fees.
2. For the property 205/213 Hill Street, rental fees may not be collected through a municipal lien process, but could be collected through a District Justice action, if filed prior to a property being sold at Sheriff's Sale.
3. The solicitor prepared Resolution 2009 – 2 establishing the Borough Office hours, for Council's review and approval. K. Wells moved to adopt Resolution 2009 – 2 establishing the Borough Office hours, seconded by D. Eadie. Motion carried.
4. The solicitor prepared Resolution 2009 – 3, appointing a voting delegate and one or more alternates to represent Glen Rock Borough on the York County Tax collection committee. Council discussed and decided to appoint H. Lee Hoffheins as the voting delegate and R. Shiles as the alternate member. D. Eadie moved to adopt Resolution 2009 – 3, appointing H. Lee Hoffheins as a voting delegate and R. Shiles as the alternate member to represent Glen Rock Borough on the York county Tax collection committee, seconded by L. Cadwallader. Motion carried.
5. The solicitor prepared a Records Retention Schedule resolution to be considered by Council, to help the Borough Office eliminate the storage of old documents.

6. The Borough received a letter from a resident of the Borough, who states that although the Borough's address for their property is 8 Winwood Road; their mortgage records indicate their address as 35 Glen Avenue, which is another property in the Borough. The solicitor requested authorization from Council, to mail a letter to the owner of 8 Winwood Road, Ronald F. Thomason. K. Wells moved to authorize the solicitor to mail letter to the owner of 8 Winwood Road, Ronald F. Thomason, seconded by R. Shiles. Motion carried.
7. The solicitor will gather all traffic ordinances and scan to Council for their review and further discussion.

### **Work Supervisor's Report**

1. Since the Work supervisor was not at the meeting, the secretary reviewed the roof bids with Council. The WS received three bids:
  - a. Kim McCullough, Contractor, Inc. \$ 8590.00
  - b. Heidler Roofing 18300.00/18500.00
  - c. Shiloh Roofing 21266.00Council reviewed the three bid proposals. *Visitor Keith Godfrey suggested that Council make sure that the roof is installed to a standard, hopefully the same standard.* The discussion was tabled until later in the meeting, so Council could discuss with the Work Supervisor.

J. Peters **R. McCullough** arrived for the meeting at 8:00 P. M.

### **Secretary's Report**

1. The secretary requested a motion to reimburse Daniel Campbell \$35.20 for error in Rental Billing. K. Wells moved to reimburse Daniel Campbell \$35.20 for error in Rental Billing, seconded by R. Shiles. 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. J. Peters 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. The secretary requested a motion to close the Refuse Fund and transfer the balance of \$477.00 to the General Fund. L. Cadwallader moved to close the Refuse Fund and transfer the balance of \$477.00 to the General Fund, seconded by J. Glatfelter. Motion carried.
4. The secretary requested a motion to authorize Glen Rock Hose and Ladder Fire Police to assist the Jacobus Fire Police for the July 4<sup>th</sup>, 2009 celebration (with a rain date of July 5, 2009). J. Peters moved to authorize Glen Rock

- Hose and Ladder Fire Police to assist the Jacobus Fire Police for the July 4<sup>th</sup>, 2009 celebration (with a rain date of July 5, 2009), seconded by L. Cadwallader. Motion carried.
5. The secretary requested a motion to authorize the Glen Rock Hose & Ladder Fire Police to assist for the Jefferson Carnival July 13 through 18, 2009. J. Peters moved to authorize the Glen Rock Hose & Ladder Fire Police to assist for the Jefferson Carnival July 13 through 18, 2009, seconded by J. Glatfelter. Motion carried.
  6. The secretary requested a motion authorizing her to submit Glen Rock Borough Council's comments/recommendations to the York County Planning Commission for the 2009 Southern York County Region Comprehensive Plan. L. Cadwallader moved to authorize the Borough Secretary to submit Glen Rock Borough Council's comments/recommendations to the York County Planning Commission for the 2009 Southern York County Region Comprehensive Plan, seconded by R. Shiles. Motion carried.
  7. The secretary requested a motion authorizing her to reserve a Municipal Week as part of the York County Christmas Magic Festival of Lights. L. Cadwallader moved to authorize the Borough Secretary to reserve a Municipal Week as part of the York County Christmas Magic Festival of Lights, seconded by J. Peters. Motion carried.
  8. The secretary requested a motion authorizing her to activate a membership with Pennsylvania One Call System, Inc. on behalf of the Glen Rock Borough. R. Shiles moved to authorize the Borough Secretary to activate a membership with Pennsylvania One Call System, Inc. on behalf of the Glen Rock Borough, seconded by L. Cadwallader. Motion carried.
  9. The secretary requested a motion to transfer \$1500.00 from the General Fund into the Neuhaus Fund for final payments of the Neuhaus Loan. L. Cadwallader moved to transfer \$1500.00 from the General Fund into the Neuhaus Fund for final payments of the Neuhaus Loan, seconded by R. Shiles. Motion carried.
  10. The secretary requested a motion to participate in documentation retention training for \$35.00. J. Peters moved to authorize the secretary to participate in documentation retention training for \$35.00, seconded by K. Krebs. Motion carried.

### **Police Commission's Report**

1. Written report for March, 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 – 52

- b. New Freedom Borough – 86
- c. Shrewsbury Borough – 110
- d. Southern School District – 24
- e. Railroad Borough – 5
- f. Other jurisdictions – 4

The specific breakdown for Glen Rock Borough's "Calls for Service" includes the following: Citations, 10; written warnings, 8; summary arrests, 5; and criminal arrests, 9.

- 2. Glen Rock Borough's letter was received by the Police Commission and they will address the Borough concern within the next six months.
- 3. Currently the Police Commission's budget is over by four percent.
- 4. Officer Tieg received an award.

### **Public Safety**

- 1. J. Peters moved to authorize the **current and future** Emergency Operation Coordinators and an alternate member of the Public Safety Committee to ~~participate~~ **complete** in CPR and First Aid Training, to be paid by Glen Rock Borough Council, seconded by D. Eadie. Motion carried.

### **Special Project's Report**

- 1. L. Cadwallader completed a Storm Water Survey as requested by the York County Planning Commission Staff.
- 2. L. Cadwallader provided Council with a Planning Commission dinner update.
- 3. L. Cadwallader has placed a large blue binder in the borough office, which contains information from past seminars/power point presentations for the rest of Council to review.
- 4. The cost of the dumpster for the Stream Clean up was paid by WAY. The final cost of the mulch was \$214.00 with the library donating \$24.00 for one yard of mulch and Mignano's donating \$50.00 for two yards of mulch.
- 5. L. Cadwallader attended the April and May Recreation Board meetings. The Recreation Board answered questions and provided information to the Council members who were present for their meetings. GR Recreation Board members would like to be notified by Council when Council discusses topics which pertain to recreation.
- 6. The GR Recreation Board has suggested increasing the Recreation Fees for new development in the Borough. Council began to discuss and tabled the discussion until the June meeting.
- 7. L. Cadwallader asked for an update on the 3 Main Street sign project. The only update provided was that the Boy Scout is still working on the project but no timeline was given for projected completion of the project.

8. L. Cadwallader requested that the approved minutes be posted in the two local banks as well as the library. She will contact management at both banks for their approval to post the minutes on the bank bulletin boards.

### **Ordinance/Refuse Report**

1. The committee reviewed the Identity Theft Resolution and proposes for the borough to purchase a cross cut shredder for approximately \$100 - \$150.00, which shreds paper to 1/8 inch by 3/8 inch. R. Shiles moved to adopt Resolution 2009 – 4 with the amendment of shredding documents using a cross cut shredder, seconded by D. Eadie. Motion carried.
2. The GR Planning Commission discussed the number of older building located in the Borough. Information is available through the Governor's Center regarding a Community Action Team. R. Shiles moved for authorization to gather more information regarding the Community Action Team Program, seconded by L. Cadwallader. Motion carried.
3. R. Shiles attended an informative Recycling meeting.

### **Special Project's Report continued**

9. L. Cadwallader encouraged Council to become involved in the Glen Rock Sesquicentennial Committee.
10. L. Cadwallader is gathering information about a CPR/First Aid course to be held by the Red Cross, to be held at the Ambulance Building. The cost is \$70 per person for both courses. If the Blood Borne Pathogens class is added, the cost increases by \$10.00. She encouraged Council members, groups and the public to consider participating.
11. L. Cadwallader invited Council members to participate in the Memorial Day Parade. The Sesquicentennial Committee will have a float with individuals dressed in Civil War costumes.

\*R. McCullough, Jr. arrived for the meeting at 9:05 P. M.

### **Personnel Report**

1. The Personnel Committee is scheduled to meet on June 18 at 7 P. M. Employees are asked to submit information they would like discussed.

### **Building/Property Report**

No report.

### **Work Supervisor's Report continued**

1. Council continued the discussion of the roof quotes with the Work Supervisor. The cost varies greatly from one quote to another. The WS indicated that the lowest bidder does not have the same overhead costs as larger companies. Council would like to see a warranty for materials and work from both Shiloh and Kim McCullough. After more discussion, L. Cadwallader moved to accept the proposal from Kim McCullough, Contractor, Inc. with the condition that warranty specifications be provided, seconded by K. Krebs. Motion carried.

### **Mayor's Report**

1. The Mayor received a phone call from Judge Reamer. The District Justice office is being audited. When the District Justice issues a fine according to Borough Ordinances, the Borough receives more funds than when there is a state penalty applied. The Auditor General is suggesting that the Borough possibly reimburse the difference in the fine collected and paid to the Borough.

### **Work Supervisor's Report continued**

2. The WS explained that Rexwood Drive needs to be crack sealed. A box of crack sealant costs \$28.00 and the Borough would have to pay for propane.
3. WS notified Council that there is a hole in the road in front of 84 Manchester Street. The WS will contact the director of the Water & sewer Authority, to see if they made any road cuts.
4. The WS will hire summer help for \$10.00 an hour. The WS and secretary will discuss how many hours are available through the budget.
5. No Parking Signs will be displayed on Friday May 22 prior to the parade and street sweeping.
6. The WS is missing a garage door opener and requested permission to purchase two new openers and re-program the code. K. Wells moved to authorize the WS to purchase garage door openers for a cost not to exceed \$100.00 seconded by L. Cadwallader. Motion carried.
7. The WS will purchase off-road diesel for the Maintenance Garage.
8. The WS requested authorization to install No Golfing Signs at the park. When the WS mows the grass and hits a golf ball, the golf balls ruin the cutting blade of the mower. Golfers tear up the grass. K. Wells moved to purchase No Golfing Signs for the park, seconded by D. Eadie. Motion carried.

## **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 \$ 1194.93
  - b. James R. Holley & Associates, Inc. 3772.40Motion carried.
2. The Finance Committee held their monthly meeting. K. Wells stated that although expenses are lower than what was budgeted, the Borough is not receiving the projected income. The Borough may have a deficit of \$15000.00 for Realty Transfer Taxes, and may end the year with \$50000.00 less income than what was projected. No further action is planned at this time.

## **President's Report**

1. The GR Recreation Board submitted recommendations to Council to approve hiring the following individuals as the director and Assistant Directors for the 2009 Summer Playground Program, to be held at the Glen Rock Park: Becky Rohrbaugh, Adam Bocek, Kate Jones, Caitlyn Eckersley, Steven Lutz, and Krystal Steenwyk. D. Eadie moved to hire Becky Rohrbaugh, Adam Bocek, Kate Jones, Caitlyn Eckersley, Steven Lutz, and Krystal Steenwyk, as the Director and Assistant Director's for the 2009 Glen Rock Summer Playground Park Program, seconded by K. Krebs. Motion carried.
2. K. Wells read a letter that Council received from R. Estill, owner of Fox Run Realty on April 1, 2009, concerning several outlined issues in the Borough. Council discussed and stated that review of Water & Sewer costs is not a Borough issue and should be addressed to the Glen Rock Water & Sewer Authority, and the Wolf Street project is planned for later this year. Council met with the Zoning Officer earlier in the year and decided to follow the International Property maintenance Code as a guideline for inspections of the Rental Ordinance. Council allowed comments from visitors Keith Godfrey and Neil Strein. D. Eadie moved for Council to request CAI to respond to specific portions of the R. Estill letter, seconded by K. Krebs. Council voted with six ayes and one nay by K. Krebs. The motion carried.

## **Persons on the Agenda**

1. Robert Becker, resident of 367 Church Street: Mr. Becker is concerned by the residents of 275 or 277 Church Street placing bushel baskets of dead crabs out for the garbage, earlier than 5 P. M. on the day prior to refuse pickup.

Mr. Becker was told to file a Complaint Form with the Borough Office. The Borough Office has addressed this issue with the hauler. It is illegal for refuse to be transported into the municipality from outside the municipality.

### **Public Comment**

1. Janice, a Borough resident on Water Street, complained that last year a vendor for the Glen Rock Street Fair dumped grease from their French fry stand onto the street/curb and sidewalk in front of her residence and she requested that the Street Fair committee require better clean up after the Street Fair this year.

D. Eadie moved to adjourn the Council Meeting at 9:55 P. M., seconded by L. Cadwallader. Motion carried.

### **Summary of Motions**

1. R. Shiles moved to accept the Planning Commission's recommendations, deleting the following portions of Article III – Zone Regulations of the Glen Rock Borough Zoning Ordinance:
  - a. Section 303 Residential-Suburban Zone (R-1), subsection j: Cluster Provision, to include sub bullets (1) through (6), page III-4 and page III-5; and
  - b. Section 304 Residential-Urban Zone (R-2), subsection j: Cluster Provision, to include sub bullets (1) through (5), page III-7 and page III-8, seconded by L. Cadwallader. Motion carried.
2. J. Peters moved to approve the April 15 Minutes, seconded by D. Eadie. Motion carried.
3. K. Wells moved to adopt Resolution 2009 – 2 establishing the Borough Office hours, seconded by D. Eadie. Motion carried.
4. D. Eadie moved to adopt Resolution 2009 – 3, appointing H. Lee Hoffheins as a voting delegate and R. Shiles as the alternate member to represent Glen Rock Borough on the York county Tax collection committee, seconded by L. Cadwallader. Motion carried.
5. K. Wells moved to authorize the solicitor to mail letter to the owner of 8 Winwood Road, Ronald F. Thomason, seconded by R. Shiles. Motion carried.
6. K. Wells moved to reimburse Daniel Campbell \$35.20 for error in Rental Billing, seconded by R. Shiles. Motion carried.
7. J. Peters 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.

8. L. Cadwallader moved to close the Refuse Fund and transfer the balance of \$477.00 to the General Fund, seconded by J. Glatfelter. Motion carried.
9. J. Peters moved to authorize Glen Rock Hose and Ladder Fire Police to assist the Jacobus Fire Police for the July 4<sup>th</sup>, 2009 celebration (with a rain date of July 5, 2009), seconded by L. Cadwallader. Motion carried.
10. J. Peters moved to authorize the Glen Rock Hose & Ladder Fire Police to assist for the Jefferson Carnival July 13 through 18, 2009, seconded by J. Glatfelter. Motion carried.
11. L. Cadwallader moved to authorize the Borough Secretary to submit Glen Rock Borough Council's comments/recommendations to the York County Planning Commission for the 2009 Southern York County Region Comprehensive Plan, seconded by R. Shiles. Motion carried.
12. L. Cadwallader moved to authorize the Borough Secretary to reserve a Municipal Week as part of the York County Christmas Magic Festival of Lights, seconded by J. Peters. Motion carried.
13. R. Shiles moved to authorize the Borough Secretary to activate a membership with Pennsylvania One Call System, Inc. on behalf of the Glen Rock Borough, seconded by L. Cadwallader. Motion carried.
14. L. Cadwallader moved to transfer \$1500.00 from the General Fund into the Neuhaus Fund for final payments of the Neuhaus Loan, seconded by R. Shiles. Motion carried.
15. J. Peters moved to authorize the secretary to participate in documentation retention training for \$35.00, seconded by K. Krebs. Motion carried.
16. J. Peters moved to authorize the **current and future** Emergency Operation Coordinators and an alternate member of the Public Safety Committee to participate **complete** in CPR and First Aid Training, to be paid by Glen Rock Borough Council, seconded by D. Eadie. Motion carried.
17. R. Shiles moved to adopt Resolution 2009 – 4 with the amendment of shredding documents using a cross cut shredder, seconded by D. Eadie. Motion carried.
18. R. Shiles moved for authorization to gather more information regarding the Community Action Team Program, seconded by L. Cadwallader. Motion carried.
19. L. Cadwallader moved to accept the proposal from Kim McCullough, Contractor, Inc. with the condition that warranty specifications be provided, seconded by K. Krebs. Motion carried.
20. K. Wells moved to authorize the WS to purchase garage door openers for a cost not to exceed \$100.00 seconded by L. Cadwallader. Motion carried.
21. K. Wells moved to purchase No Golfing Signs for the park, seconded by D. Eadie. Motion carried.

22. K. Wells moved to pay the following invoices over \$500.00 through the General Fund, seconded by K. Krebs:
  - a. CGA Law Firm \$ 1194.93
  - b. James R. Holley & Associates, Inc. 3772.40Motion carried.
23. D. Eadie moved to hire Becky Rohrbaugh, Adam Bocek, Kate Jones, Caitlyn Eckersley, Steven Lutz, and Krystal Steenwyk, as the Director and Assistant Director's for the 2009 Glen Rock Summer Playground Park Program, seconded by K. Krebs. Motion carried.
24. D. Eadie moved for Council to request CAI to respond to specific portions of the R. Estill letter, seconded by K. Krebs. Council voted with six ayes and one nay by K. Krebs. The motion carried.
25. D. Eadie moved to adjourn the Council Meeting at 9:55 P. M., seconded by L. Cadwallader. Motion carried.

#### **Summary of "To-Do" List**

1. D. Lipinski will meet with the solicitor to review the Flood Plain Ordinance, and will make recommendations to Council and request their input on the draft ordinance prior to adoption.
2. The secretary will contact CAI and then notify D. Lipinski with the results regarding L. Matthews's extension for his Building Permit.
3. Records Retention Schedule resolution is to be considered by Council.
4. The solicitor will gather all traffic ordinances and scan to Council for their review and further discussion.
5. Council began to discuss GR Recreation Board's recommendation to increase the Recreation Fees to \$2500.00 per lot and tabled the discussion until the June meeting.

**Respectfully submitted,**

Ann E. Merrick  
Secretary/Treasurer