

**GLEN ROCK BOROUGH**  
**Borough Council Meeting**  
**June 20, 2012/June 27, 2012**

**Present on 6/20:** Council Members: Lucy Cadwallader  
Eugene Delahanty  
Richard Shiles  
Carleen Warner  
Benjamin Wetzel  
Doug Young  
Solicitor: Michelle Pokrifka\*  
Engineer: David Lipinski/Jason Brenneman  
Secretary: Ann Merrick  
Visitors: Eight visitors

**Present on 6/27:** Council Members: Rollin Apgar  
Lucy Cadwallader  
Eugene Delahanty  
Richard Shiles  
Carleen Warner\*  
Benjamin Wetzel  
Douglas Young  
Mayor: Ronald McCullough, Jr.  
Secretary: Ann Merrick  
Visitors: One

**The meeting was Called to Order** at 7:00P.M. by Council President, R. Shiles, with the pledge to the flag.

**Persons on Agenda**

1. Lisa/Frank Looks, owners of the Rail Trail Tavern business  
Mr. and Mrs. Looks submitted a response letter to Council regarding the Borough's concerns with numerous noise complaints and/or nuisance problems. Frank Looks has installed extra outside lighting to try to deter problems and he is frequently "babysitting" bad patrons. Council expressed appreciation for open communication and would like to work with Mr. and Mrs. Looks, to try to limit incidents at the Rail Trail Tavern.

\*M. Pokrifka arrived for the meeting at 7:08 P. M.

## **Borough Engineer's Report**

1. Due to some personnel changes at James R. Holley & Associates, Inc, D. Lipinski will no longer be assigned as GR Borough's engineer. D. Lipinski introduced Jason Brenneman, a registered professional engineer. D. Lipinski will assist J. Brenneman, to ensure for a smooth transition.
2. D. Lipinski reminded Council to not adjourn the meeting, but to recess the end of the meeting, to reconvene the following week with at least four Council members present, for the purpose of voting on payment of the contractor's work for the retaining wall for the Municipal Parking Lot project.
3. L. Cadwallader provided additional information to Council regarding the Municipal Parking Lot project. The secretary requested a motion to authorize ECS Services to complete an under wall inspection for the footer and soil testing of the Stream Bank Stabilization portion of the Section 319 Nonpoint Source Management Grant project, using their unit rate proposal. Council discussed the necessity of this inspection with the engineer. L. Cadwallader moved to authorize ECS Services to complete an under wall inspection for the footer and soil testing of the Stream Bank Stabilization portion of the Section 319 Nonpoint Source Management Grant project, using their unit rate proposal, seconded by C. Warner. Motion carried.
4. Holley's office must survey Church Street from Main Street to the Post Office, to obtain the necessary elevations and inverts to prepare the PennDOT Permit for the Growing Greener Grant. D. Lipinski explained that his office continues to work on the resolution of the utility conflicts with the affected utilities (Columbia Gas and GR Water & Sewer Authority. D. Lipinski is still waiting for an answer to the request to transfer the CDBG funding from Hanover Street to Church Street.
5. The necessary geotechnical/structural inspections required during the construction phase of the School Street project are included in the Borough's current contract with the Core Design Group, based on an hourly rate to be paid after services are rendered. This project will be completed in phases.
6. James R. Holley & Associates are in the process of revising the Storm Water Management Ordinance as per York County's FACT Sheet; revisions and the FACT Sheet will be forwarded to the Borough Solicitor.
7. Shiloh may not work on the weekend without authorization from Borough Council, as per the Section 319 Grant. Council discussed hours of work and length of time, considering current Borough Noise Ordinance parameters. D. Young moved to authorize Shiloh to work on the weekends, if needed, and granted to extend the work hour per day, to 10 P. M., if needed, seconded by C. Warner. Motion carried.

\*D. Lipinski/J. Brenneman left the meeting at 7:47 P. M.

\*For Southern Regional Police, Officer Hornberger stopped by to ask if Council had any questions. The officer did indicate active responses to problems at the Rail Trail Tavern.

### **GR Planning Commission's Report**

No report.

### **Approval of Minutes**

1. L. Cadwallader moved to approve the May 16/May 30, 2012 minutes, seconded by D. Young, with the following corrections:
  - a. page 6, Finance Report, change D. Young to R. Shiles presented... and
  - b. page 6, President's Report, #3, second sentence, change the word will to may.Motion carried.

### **Zoning Officer's Report**

1. The ZO provided a monthly summary report for May 2012, which is available for review in the Borough Office, if requested. The secretary provided the following summary: there were two zoning permits issued and one zoning Permit rejected. A final inspection has been scheduled for an outstanding Property Maintenance violation. CAI completed one Rental inspections.
2. The secretary explained CAI's procedure for billing when a Zoning Permit is approved or rejected.

### **Solicitor's Report**

1. The solicitor received specific language for completing and advertising the ordinance to adopt the roads located in Field of Broad Springs development.
2. The solicitor provided copies of a draft ordinance, which establishes a tax certification fee and collection thereof for Glen Rock Borough.
3. M. Pokrifka informed Council that most municipalities are not adopting the SPCA Tethering Ordinance.
4. The solicitor discussed an ordinance she found related to the regulation of peddlers and soliciting within the Borough Limits. Shrewsbury Borough just adopted a new ordinance with these same regulations.
5. The solicitor provided the results of bids received for refuse and recycling services in Glen Rock Borough from Penn Waste and York Waste Disposal/Republic Services, Inc.
  - a. For one refuse/one recyclable collection per week and one bulky item per week, for the term of two years beginning August 1, 2012, with billing provided by the contractor, for two containers per pickup: PW bid \$199.20 per unit and YW bid \$185.64 per unit.

- b. For one refuse/one recyclable collection per week and one bulky item per week, for the term of two years beginning August 1, 2012, with billing provided by the contractor, for four containers per pickup: PW bid \$199.20 per unit and YW bid \$185.64 per unit.
- c. With the right of the Borough to extend the contract for a period from August 1, 2014 to July 31, 2015 for two or four containers per pick up: PW bid \$202.68 per unit and YW bid \$185.64 per unit.
- d. For two refuse/one recyclable collection per week and one bulky item per week, for the term of two years beginning August 1, 2012, with billing provided by the contractor, for two or four containers per pickup: PW bid \$217.08 per unit and YW bid \$217.20 per unit.
- e. With the right of the Borough to extend the contract for a period from August 1, 2014 to July 31, 2015 for two or four containers per pick up: PW bid \$221.16 per unit and YW bid \$217.20 per unit.
- f. For one refuse/one recyclable collection per week and one bulky item per week, for the term of three years beginning August 1, 2012, with billing provided by the contractor, for two or four containers per pickup: PW bid \$200.40 per unit and YW bid \$185.04 per unit.
- g. With the right of the Borough to extend the contract for a period from August 1, 2015 to July 31, 2016 for two or four containers per pick up: PW bid \$206.40 per unit and YW bid \$185.04 per unit.
- h. With the right of the Borough to extend the contract for a period from August 1, 2016 to July 31, 2017 for two or four containers per pick up: PW bid \$209.52 per unit and YW bid \$185.04 per unit.
- i. For two refuse/one recyclable collection per week and one bulky item per week, for the term of three years beginning August 1, 2012, with billing provided by the contractor, for two or four containers per pickup: PW bid \$218.40 per unit and YW bid \$216.00 per unit.
- j. With the right of the Borough to extend the contract for a period from August 1, 2015 to July 31, 2016 for two or four containers per pick up: PW bid \$221.28 per unit and YW bid \$216.00 per unit.
- k. With the right of the Borough to extend the contract for a period from August 1, 2016 to July 31, 2017 for two or four containers per pick up: PW bid \$224.58 per unit and YW bid \$216.00 per unit.

D. Young moved to accept all bid proposals from Penn Waste and York Waste Disposal/Republic Services, seconded by B. Wetzel. Motion carried.

Council discussed all options and costs. B. Wetzel moved to award the Refuse/Recycling Contract to York Waste Disposal/Republic Services with two

refuse/one recyclable collection per week, one bulky item per week, for the term of three years beginning August 1, 2012, with billing provided by the contractor, for four containers per pickup, with the right of the Borough to extend the contract for a period from August 1, 2015 to July 31, 2017, for a cost of \$216.00 per unit, seconded by C. Warner. Motion carried. Don Isabella, the Municipal Marketing Manager for York Waste Disposal/Republic Services stated that the days of pickup would remain Tuesdays and Fridays.

### **Mayor's Report**

No report.

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

No report from Work Supervisor.

(Council President R. Shiles stated that he will submit Work Orders to the Work Supervisor for completion of the following tasks: painting the Neuhaus Building, emptying of trash cans on a weekly basis and replacement of lights at the Neuhaus Building. R. Shiles stated that he will reinforce the completion of weekly work tasks with the Work Supervisor).

### **Secretary's Report**

1. The secretary requested direction from Council regarding the ARLE Grant. The traffic signal light sustained damage due to a power surge and when parts were replaced, they are not compatible with preemption upgrade, so the Controller would need to be upgraded again. Council decided to postpone ARLE Grant Application until next year.
2. The secretary requested a motion to authorize the engineer to prepare a cost estimate for the Codorus Street retaining wall/Codorus Street reconstruction/road repair due to flooding. R. Shiles moved to authorize the secretary to work with the engineer, to prepare a cost estimate for the Codorus Street retaining wall/Codorus Street reconstruction/road repair due to flooding, seconded by D. Young. Motion carried.
3. The secretary requested that Council review the Emergency Operations Plan for updating the Resolution to promulgate since the majority of Council changed with the election.

### **Ordinance/Refuse Report**

1. B. Wetzel explained that a customer is trapping stray cats and taking them out to her property.
2. Council briefly discussed the Borough's grass and weed ordinance and the need for consistent issuance of NOV's for violators. This issue will be discussed further during the July work session meeting.

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

1. Written report for April 2012 is available for review in the Borough Office.
2. The Police Commission is considering increasing the number of officers for Loganville Borough.
3. Stewartstown Borough is considering purchasing services and/or possible membership with Southern Regional Police Department; the Commission is hoping that Hopewell Township will also become a member.

### **Building/Property's Report**

No report.

\*Most of the turkey vultures have relocated to Rockville Road area. The Borough has only received information from two residents regarding damages to their property. The Borough is still requesting that residents submit their estimated damages to the Borough. Council discussed responsibility and/or liability for pyro pistols that were purchased by the Borough and handed out to residents. The Council President will contact the Work Supervisor to collect the Borough's pyro pistols.

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

1. D. Young has completed the first draft toward updating the GR Recreation Board By-Laws; he will continue to review and will send a draft copy to Council.
2. Council discussed whether Council must have final approval on all projects for the park. The solicitor stated that any project which requires a permit should be brought before Council to ensure that the Borough's procedures are being followed. D. Young moved to authorize the solicitor to review the new Pennsylvania Borough Code, to specifically review possible changes to the law relating to Recreation Boards, the handling of funds, and bonding, seconded by B. Wetzel. Motion carried.
3. D. Young asked about Recreation Fees paid by the completion of Field of Broad Springs development. Recreation Fees totalling \$18750.00 were paid to the Borough; R. Shiles stated that the fees must be used for Recreation within one-half mile of the development. Recreation Fees of \$2500.00 were also collected for the R. Pace subdivision.
4. The tree branches located along Baltimore Street must be cleaned up by the respective property owners.
5. L. Cadwallader requested a motion to be authorized to sign the CBP-7 Form as part of the grant through YC Conservation District. C. Warner moved to authorize L. Cadwallader to sign the CBP-7 Form as part of the grant through YC Conservation District, seconded by B. Wetzel. Motion carried.

## **Library Board Report**

1. The Library Board is concerned about the response to requests made for emptying garbage cans and building maintenance.

\*\* Council recessed to Executive Session at 9:20 P. M. to discuss personnel issues.

\*\*The council meeting resumed at 9:47 P. M.

## **Finance Report**

1. R. Shiles presented a list of the following invoices over \$500.00 to be considered for payment using the General Fund:

a. CGA Law Firm	\$ 2006.67
b. GR Recreation Board	3062.14
c. James R. Holley & Associates, Inc.	14771.05
d. Media One PA	1515.20
e. Southern Regional Police Commission	58744.00
f. Swam Electric	603.87
g. Swam Electric	4464.13
h. Swam Electric	2548.28

L. Cadwallader moved to pay the invoices over \$500.00 through the General Fund, as presented, seconded by C. Warner. Motion carried.
2. R. Shiles presented the following invoice over \$500.00 to be considered for payment using the State Highway Aid Fund:

a. Reilly Sweeping	\$ 1598.00
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L. Cadwallader moved to pay the invoice over \$500.00 using the State Highway Aid Fund, as presented, seconded by D. Young. Motion carried.

## **President's Report**

1. Council discussed needed road repairs for Valley Street. Council is concerned about adding extra expenditures to the 2012 budget.
2. Warren Cadwallader has requested permission to have chickens at his property, 176 Hanover Street and has already paid the permit fee of \$25.00. C. Warner moved to authorize the Cadwallader's to house chickens at their property, 176 Hanover Street and to issue NOV's for property owners who are not complying with the animal ordinance, seconded by D. Young. L. Cadwallader abstained from the vote. Motion carried.

C. Warner moved to recess tonight's meeting at 10:10 P. M. and to reconvene the meeting on June 27, 2012 at the Borough Office at 7 P. M., seconded by L. Cadwallader. Motion carried.

**The Council Meeting** reconvened on June 27, 2012, 7:00 P. M., at the Borough Office.

The secretary provided a copy of James R. Holley & Associates recommendation for payment to Shiloh Paving & Excavating for labor and materials, installed and stored through June 26, 2012, for stream bank stabilization, totaling \$33,750.00.

\*C. Warner arrived for the meeting at 7:02 P. M.

Council discussed project specifications which have occurred as of June 26, 2012.

R. Shiles moved to approve payment of \$33,750.00 to Shiloh using the General Fund and to submit copies of this transaction to YC Conservation District, seconded by L. Cadwallader. Motion carried.

\*\* Council recessed to Executive Session at 7:10 P. M. to discuss personnel issues.

\*\*The council meeting resumed at 8:00 P. M.

R. Shiles moved to adjourn the meeting at 8:02 P. M., seconded by L. Cadwallader. Motion carried.

**Respectfully submitted,**

Ann E. Merrick  
Secretary/Treasurer