

**GLEN ROCK BOROUGH**  
**Borough Council Meeting**  
**November 14, 2012**

<b>Present:</b>	Council Members:	Rollin Apgar Lucy Cadwallader Eugene Delahanty Richard Shiles Carleen Warner Benjamin Wetzel Doug Young
	Solicitor:	Michelle Pokrifka
	Secretary:	Ann Merrick
	Visitors:	Two visitors; one member of the press

**The meeting was Called to Order** at 8:05 P.M. by Council President, R. Shiles, with the pledge to the flag.

**Announcements**

1. R. Shiles announced that Council would be going to Executive Session later in the meeting, to discuss personnel.

**Borough Engineer's Report**

1. DEP permits will be submitted soon for the flood damaged Codorus Street wall project.
2. Council discussed whether they ever authorized Holley & Associates to provide updates to Council regarding changes to the MUTCD and the outstanding invoice of \$216.00 for work provided by the Borough Engineer. The solicitor suggested that Council place their objection in writing to the Borough Engineer. C. Warner moved to withhold payment of \$216.00 to James R. Holley & Associates for MUTCD updates, because information was never authorized by Council, seconded by R. Apgar. L. Cadwallader abstained from voting. Motion carried.
3. Council discussed requesting proposals for engineering and auditing early in 2013.

**GR Planning Commission's Report**

1. The Planning Commission approved their August, 2012 minutes during their November meeting.

## **Approval of Minutes**

1. D. Young moved to approve the October 17, 2012 minutes, seconded by R. Apgar. Motion carried.

## **Zoning Officer's Report**

1. The ZO provided a monthly summary report for October 2012, which is available for review in the Borough Office, if requested. The secretary provided the following summary: there was one zoning permit issued and one existing property maintenance issue. There were nine Rental Inspections completed this month.

## **Solicitor's Report**

1. M. Pokrifka reviewed the SPCA Agreement. B. Wetzel moved to accept the 2013 Animal Care and Housing Agreement with the SPCA, seconded by R. Apgar. Motion carried.
2. M. Pokrifka reviewed Hemler ACS agreement and recommended attaching the Borough's letter to the end of the agreement. L. Cadwallader moved to accept the 2013 Animal Control Contract with Hemler ACS, seconded by R. Apgar. Motion carried.
3. M. Pokrifka responded to resident with complaints, through written correspondence.
4. M. Pokrifka presented a draft letter to Beth Helterbran, to formally withdraw from DCNR Grant Agreement. The solicitor also provided a Memo to Council regarding ADA Accessibility as per the Borough Park's multi-year plan. C. Warner moved to approve the withdrawal letter to B. Helterbran, DCNR, seconded by L. Cadwallader. Motion carried.
5. M. Pokrifka provided a copy of a draft agreement which was prepared by Attorney Rausch for his client, Ray and Eileen Secrist, regarding three lots located on Valley Road. The Secrist's are requesting to amend the requirements of the sanitary sewer extension and the water main extension as set forth on the previously approved plan.
6. Council discussed the issuance of an NOV to Barry Urian regarding a violation on the property 1, 3 Baltimore Street/2, 4, 6 Manchester Street.
7. The solicitor provided a final draft of Rental Ordinance.

\*L. Cadwallader left the meeting at 8:47 P. M. due to a family emergency.

Council discussed the rental fee resolution. D. Young moved to advertise Ordinance 472 (2012 – 5), an ordinance repealing and replacing GRB's Ordinance 420 (2003- 1), and Ordinance 421 (2003-2), and Ordinance 462 (2009-4), to regulate residential rental units and to require landlords to insure that tenant comply with applicable codes and regulations, seconded by R. Apgar. Motion carried.

8. The solicitor discussed Council's interpretation of current ordinances regarding permitting for replacement of a residential roof with CAI. CAI will follow Council's interpretation.
9. The solicitor will develop a draft incident report/complaint form to address disruptive behavior, as part of Ordinance 472 (2012 – 5).

### **Mayor's Report**

No report.

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

No report.

*\*Gene Anstine raised concern regarding a 6" core hole which was dug in the fire companies' parking lot. He has asked for this to be repaired. The Council President said he would address this issue with the Work Supervisor.*

### **Secretary's Report**

1. The secretary requested a motion to enter Audit Agreement with SF & Company for 2012 DCED Audit. D. Young moved to enter Audit Agreement with SF & Company for 2012 DCED Audit (one year), seconded by C. Warner. Motion carried.

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

1. The current cost for police services for 2013 is \$242,000 for GRB.

\*L. Cadwallader returned to the meeting at 9:20 P. M.

Council discussed items which affect the cost of police services and whether to opt in or opt out of services for 2014. R. Apgar moved to remain a member of Southern Regional Police Services and raise taxes, seconded by L. Cadwallader. R. Apgar, L. Cadwallader, R. Shiles, and D. Young voted in favor of the motion while E. Delahanty, C. Warner, and B. Wetzel voted against the motion; motion carried.

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

1. The secretary provided estimates for replacing the drywall in the Neuhaus Building due to flood damages from 2011. D. Young moved to hire Rocket Drywall to replace the drywall in the Neuhaus Building basement, seconded by R. Apgar. Motion carried.

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

1. Council discussed vacancies on the GR Recreation Board. Ken Krebs agreed to re-appointment for this same board. C. Warner moved to re-appoint K. Krebs to the GR Recreation Board, November 14, 2012 through December 31, 2015, seconded by R. Apgar. Motion carried.
2. Council discussed the need for open communication with the GR Recreation Board, when work is scheduled for the park. The GR Recreation Board has replaced the second phase portion of fencing on the baseball field.

### **Public Safety Report**

1. Council is planning to rent two portable potties again, on Christmas Eve for the GR Caroler's event.

### **Personnel Report**

1. Personnel issues will be discussed during Executive Session.

### **Ordinance/Refuse Report**

No report.

### **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	\$ 3253.44
b. Code Administrators, Inc.	815.00
c. Core – Design Group LLC	691.50
d. James R. Holley & Associates, Inc.	7140.69
e. Shiloh Paving & Excavating	22592.20
f. Stewart & Tate	26216.60

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

a. Stewart & Tate	\$ 44420.25
-------------------	-------------

D. Young moved to pay the invoice over \$500.00 through State Highway Aid, as presented, seconded by R. Apgar. Motion carried.
3. Council discussed the current draft version of the 2013 Budget. R. Apgar moved to increase the millage rate to 3.6 including a .15 millage rate for fire and emergency services, seconded by L. Cadwallader. R. Apgar, L. Cadwallader, and R. Shiles voted in favor of the motion, while E. Delahanty, C. Warner, B. Wetzel, and D. Young voted against the motion. Motion did not pass. Council continued discussing

possible tax increases. R. Apgar moved to increase the millage rate by .6 mills, to a total of 3.55 mills including a .1 millage rate for fire and emergency services, commencing January 1, 2013, seconded by L. Cadwallader. R. Apgar, L. Cadwallader, R. Shiles, and D. Young voted in favor of the motion, while E. Delahanty, C. Warner, and B. Wetzal voted against the motion. Motion carried.

### **President's Report**

No report.

### **Public Comment**

1. Barb Krebs, Borough Resident and member of the press expressed her concern regarding residents' safety and her positive opinion for keeping Southern Regional Police Services.

### **Finance Report continued**

4. B. Wetzal moved to advertise the 2013 Budget for adoption at the December 19 Council meeting, seconded by R. Apgar. Motion carried.

\*\* Council recessed to Executive Session at 10:55 P. M. to discuss personnel issues.

\*\*The council meeting resumed at 11:01 P. M.

C. Warner announced her formal resignation from Council effective December 31, 2012.

Council will gather quotes for Health Insurance for employees; employees should also obtain Health Insurance quotes for discussion at next month's meeting.

R. Apgar moved to adjourn the meeting at 11:05 P. M., seconded by L. Cadwallader. Motion carried.

**Respectfully submitted,**

Ann E. Merrick  
Secretary/Treasurer