

GLEN ROCK BOROUGH
Borough Council Meeting
December 18, 2013

Present:	Council Members:	Rollin Apgar Lucy Cadwallader Eugene Delahanty L. James Merrick* Benjamin Wetzel Richard Shiles Doug Young
	Solicitor:	Michelle Pokrifka
	Secretary:	Ann Merrick
	Visitors:	None

The meeting was Called to Order at 7:01 P.M. by President R. Shiles, with the pledge to the flag.

No Public Comment

Vacancies

1. The following vacancies were announced:
 - a. Civil Service Representative (Borough Resident) for Southern Regional Police;
 - b. GR Planning Commission, one vacancy as of Nov 3, 2013;
 - c. GR Zoning Hearing Board, one vacancy as of Dec 14, 2013.

Borough Engineer's Report

1. Mark Clark completed his review of C. S. Davidson's plan for replacing the gas main and services for Columbia Gas on Church Street. The comments and the Street Cut Permit Application to open and excavate Church Street will be sent to C. S. Davidson.

No GR Planning Commission Report

GR Recreation Board Report

1. The Rec Board is interested in meeting with Lori from DCNR to discuss grant possibilities for GR Park.
2. New Freedom Borough received a grant (with no match requirement) for playground equipment.
3. The mesh on the Baseball field fence is coming loose and needs to be re-attached.

Approval of Minutes

1. R. Shiles informed Council that M. Shaver was not elected for the two year opening on Council. R. Shiles was elected for both a two year and a four year Council opening.
2. B. Wetzel moved to approve the November 20, 2013 Council Meeting minutes, seconded by L. Cadwallader. Motion carried.

Zoning Officer's Report

1. Code Administrator's Inc. provided a monthly summary report for November, 2013.
2. CAI is interested in providing SALDO services to GRB; CAI will prepare and provide a fee schedule for SALDO enforcement for GRB.

*J. Merrick arrived for the meeting at 7:18 P. M.

3. B. Wetzel moved to appoint CAI as codes enforcement for GRB, including UCC and zoning services for 2014, seconded by L. Cadwallader. Residents must use CAI for inspections and Code Enforcement. D. Young asked whether the current Council should be making a decision for the 2014 Council. M. Pokrifka responded that this appointment is an at-will service agreement and not a contract. M. Pokrifka also stated that YCPC did not have any comments regarding GRB's Codification updates for the Borough's SALDO and Zoning Ordinance. Motion carried.
4. A request for a temporary U & O for 20048 Meadowsweet Lane was presented. After Council's discussion, B. Wetzel moved for CAI to issue a temporary U & O for 20048 Meadowsweet Lane, as long as the gravel driveway was compacted now and a permanent driveway was installed as soon as weather permits, but no later than May 15, 2014, seconded by R. Apgar. Council discussed requiring Keystone Custom Homes to escrow \$3000.00 to guarantee this work. B. Wetzel amended his previous motion to approve CAI's issuance of a temporary U & O for installation of a temporary stone driveway, requiring Keystone Custom Homes to escrow \$3000.00 for completion of the driveway at 20048 Meadowsweet Lane, as soon as possible but not later than May 15, 2014, seconded by D. Young. L. Cadwallader, E. Delahanty, J. Merrick, R. Shiles, B. Wetzel and D. Young voted in favor of the motion; R. Apgar voted against the motion. Motion carried.

Solicitor's Report

1. M. Pokrifka provided refuse account report updates to Council.
2. M. Pokrifka provided Council with copies of the Joint Municipal Agreement which will be signed during the Southern Regional Police Commission's Special Meeting on December 19, 2013.

3. M. Pokrifka presented Ordinance 474 (2013 – 1), amending and/or restating the joint municipal agreement authorizing intergovernmental cooperation. D. Young moved to adopt Ordinance 474 (2013 – 1), seconded by R. Apgar. Motion carried. After some discussion, D. Young moved to amend his previous motion to adopt Ordinance 474 (2013 – 1) and authorized the Council President to sign the joint municipal agreement on December 19, 2013, seconded by R. Apgar. Motion carried.
4. M. Pokrifka presented Ordinance 475 (2013 – 2), establishing real estate tax rates and emergency services tax for 2014. D. Young moved to adopt Ordinance 475 (2013 – 2), seconded by R. Apgar. Motion carried.
5. Council discussed the Animal Control Officer agreements for 2014. M. Pokrifka suggested that the Borough be listed as additional insured on the Certificate of Liability Insurance. B. Wetzel moved to hire Kim Erdman as the Borough's Animal Control Officer for 2014, seconded by J. Merrick. E. Delahanty and D. Young were opposed; R. Apgar, L. Cadwallader, J. Merrick, R. Shiles, and B. Wetzel approved. Motion carried.
6. M. Pokrifka will re-state the terms of service for the Recreation Board members in a Resolution for adoption at the January 6, 2014 Council Meeting.
7. Council discussed Republic Services concerns with a vehicle parked on the curve of Hanover Street. R. Apgar moved to remove this parking space and to convert the handicapped parking space near 130 Hanover Street to a regular parking space, seconded by D. Young. Motion carried.
8. Council discussed the issuance of NOV's for rental properties with expired license registrations and/or non-payment of inspection fees/not scheduling inspections. M. Pokrifka stated that the Rental Ordinance is not a priority for bankruptcy, so once an NOV has been issued, the next step would be District Magistrate action. The solicitor and secretary will review the list of rental properties which are currently in violation.
9. Council discussed the Disruptive Conduct Report. A suggestion was made to request the police to review and comment on the current report. The secretary will work with D. Young to prepare a more workable document.
10. M. Pokrifka discussed the Stormwater Ordinance with CAI. CAI indicated they could provide the Borough with a format for projects including sheds, patios, decks, and pole barns. CAI is able to work with residents to develop site plans. Council is frustrated with the unclear language and wordy provisions within the ordinance. Some additional suggestions were discussed; all changes to the ordinance need to be approved by York County. M. Pokrifka suggested continuing to discuss the additions/changes with the codification committee. Council is not ready to advertise the Stormwater ordinance at this time.

No Mayor's Report

No Work Supervisor's Report

Secretary's Report

1. The secretary requested a motion to transfer \$1500.00 from the Rental Fund into the General Fund to cover budgeted expenses. J. Merrick moved to transfer \$1500.00 from the Rental Fund into the General Fund to cover budgeted expenses, seconded by R. Apgar. Motion carried.
2. The secretary requested a motion to adopt Resolution 2013 – 13, to appoint SF & Co, Inc. as an Independent Auditor to examine the Borough's accounting records for the fiscal year ending December 31, 2013, as required by and in compliance with the Borough Code. B. Wetzel moved to adopt Resolution 2013 – 13, to appoint SF & Co, Inc. as an Independent Auditor to examine the Borough's accounting records for the fiscal year ending December 31, 2013, as required by and in compliance with the Borough Code, seconded by L. Cadwallader. Motion carried.
3. The secretary requested a motion to adopt Resolution 2013 – 14, the appropriations resolution, that unexpected revenue remaining in the 2013 budget be transferred to any and all budget accounts that have over- expended balances. D. Young moved to adopt Resolution 2013 – 14, the appropriations resolution, that unexpected revenue remaining in the 2013 budget be transferred to any and all budget accounts that have over- expended balances, seconded by J. Merrick. Motion carried.
4. The secretary requested a motion to authorize the Finance Committee to close out the 2013 fiscal year. L. Cadwallader moved to authorize the Finance Committee to close out the 2013 fiscal year, seconded by B. Wetzel. Motion carried.

Personnel Report

1. R. Apgar stated that the new owner of 34-40 Main Street has cleaned the front of the building with industrial cleaner and has painted the metal garage in the rear of the property. The owner is accepting input as to what to paint, if anything, on the front of the building.
2. The Personnel Committee needs to schedule employee evaluation meetings.

Special Project's Report

1. The Glen Rock sign will be re-posted in the spring, near the railroad tracks, behind the business, Flowers by Cindy.

Police Commission Report

1. The four Council Presidents must attend the Police Commission meeting on December 19, 2013, to sign the Joint Municipal Agreement.

2. E. Delahanty provided an update regarding police coverage for Southern York County and South Eastern School Districts.
3. Each municipality needs to appoint two members and one alternate to serve on the Joint Police Commission. GRB resident John Trout has expressed interest to continue serving as one of the representatives.

No Building/Property’s Report

No Public Safety Report

Ordinance/Refuse Report

1. B. Wetzel expressed the importance of reporting property violations to the Borough office, so letters can be mailed to address violations. For example, residents who are not shoveling their sidewalks need to be notified.
2. B. Wetzel suggested that the Borough mail a letter to all residents, requesting donations to help pay for the increasing costs of police services. The solicitor does not think the Borough may request donations, because the Borough issues and collects taxes.
3. B. Wetzel suggested that Council consider instituting a stipulation that if the SRPC presents a budget of more than the cost of living plus two percent, then GRB would automatically schedule a Public Meeting, as a way of trying to control the increasing costs of police services for GRB. Council discussed this matter. B. Wetzel moved to schedule a Public Meeting every time the SRPC increases GRB’s costs by two percent or more, during any calendar year, seconded by J. Merrick. E. Delahanty, J. Merrick and B. Wetzel voted in favor; R. Apgar, L. Cadwallader, R. Shiles and D. Young voted opposed. Motion did not pass. A suggestion was made to re-visit this topic in a few months.

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	\$ 2416.00
b. GR Recreation Board	3219.06
c. Swam Electric Co., Inc.	609.05

 R. Apgar moved to pay the invoices over \$500.00 through the General Fund, as presented, seconded by L. Cadwallader. Motion carried.
2. D. Young moved to adopt the 2014 budget, seconded by L. Cadwallader. Motion carried.
3. R. Apgar moved to authorize the payment of a \$1500.00 donation, as budgeted, to the Hufnagel Public Library, seconded by L. Cadwallader. Motion carried.

4. L. Cadwallader moved to authorize the payment of a \$500.00 donation, as budgeted, to the Sr. Center, seconded by J. Merrick. Motion carried.
5. R. Apgar moved to authorize the treasurer to pay \$3337.74 to the GR Hose & Ladder from funds collected through the Fire/Emergency Services Tax, seconded by B. Wetzel. Motion carried.
6. R. Apgar moved to authorize the treasurer to pay \$4300.00 to the GR EMS, Inc. from funds collected through the Fire/Emergency Services Tax and the Emergency Municipal Tax, seconded by B. Wetzel. Motion carried.

President's Report

1. R. Shiles suggested that Council consider giving the Borough Employees a cost of living increase each year.
2. R. Shiles stated that grant funds are available through the state and the Borough needs to apply for as many grants as possible to supplement the budget.
3. R. Shiles discussed premises identification, specifically at 125 Park Avenue. Council suggested sending a letter to the owners, indicating the current violation of the IPMC, providing thirty days to correct the violation and suggest some alternatives.
4. R. Shiles discussed a letter received from Met-Ed regarding electricity for street lights and suggested looking into available provisions.
5. The GR Caroler's Train Ride has been re-scheduled to December 22, 2013.
6. Council President thanked Lucy Cadwallader for her six years of service on Borough Council.

No Public Comment

J. Merrick moved to adjourn the meeting at 10:00 P. M., seconded by R. Apgar. Motion carried.

Respectfully submitted,

Ann E. Merrick
Secretary/Treasurer