

**GLEN ROCK BOROUGH  
Borough Council Meeting  
January 16, 2013**

**Present:** Council Members: Rollin Apgar  
Lucy Cadwallader  
Eugene Delahanty  
L. James Merrick  
Richard Shiles  
Benjamin Wetzel  
Doug Young  
Borough Engineer: Jason Brenneman  
Solicitor: Michelle Pokrifka  
Secretary: Ann Merrick  
Visitors: Five visitors

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

**No Public Comment**

**Announcements**

1. R. Shiles announced the following vacancies:
  - a. GR Recreation Board; and
  - b. GR Planning Commission.

**Borough Engineer's Report**

1. J. Brenneman provided a summary of all bids for the Codorus Street/Retaining Wall project:

	<u>Base Bid</u>	<u>Alternate Bid No. 1</u>	<u>Total</u>
Bishard Gen. Excavating	\$45139.60	\$32140.00	\$ 77279.60
Shiloh Paving & Excavating	\$61820.00	\$47460.00	\$109280.00
Doug Lamb Construction	\$57680.00	\$53940.00	\$111620.00
Kinsley Construction	\$58500.00	\$57295.00	\$115795.00
H&H Gen. Excavating Co.	\$70520.00	\$63800.00	\$134320.00
Malco Landscaping	\$77744.00	\$65340.00	\$143084.00
Easy-Dig Excavating	\$85087.40	\$71452.00	\$156539.40
Trinity Excavating	\$92068.00	\$74448.00	\$166516.00
Stewart & Tate Inc.	\$120629.13	\$112489.32	\$233118.45

### **Solicitor's Report**

1. M. Pokrifka provided Resolution 2013-1, appointing L. James Merrick to fill Carleen Warner's Borough Council seat. L. Cadwallader moved to adopt Resolution 2013-1, appointing L. James Merrick to fill Carleen Warner's Borough Council seat, seconded by R. Apgar. Motion carried.

### **Borough Engineer's Report continued**

- B. Wetzel moved to accept all the bids as presented, seconded by D. Young. Motion carried. D. Young moved to award the Base Bid portion of the Codorus Street/Retaining Wall Project to Bishard General Excavating, \$45139.60, seconded by J. Merrick. Motion carried.
2. J. Brenneman made one more minor change to the cover sheet of the HOP Permit for the Church Street Growing Greener project; the permit should be issued within the next several weeks.
3. The Church Street Curb & Sidewalk project has been approved for 2013 CDBG funding. J. Brenneman discussed the purpose of the onsite meeting scheduled for January 22, 2013 is to determine whether the sidewalk will be replaced beside the street only, or if sidewalk should be replaced back to houses, in some instances.

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

No report.

J. Brenneman left the meeting at 7:20 P. M.

### **GR Recreation Board Report**

1. K. Krebs is now the chairman of the GRRB.
2. The Recreation Board would like to replace the lights located in the park restrooms, to LED, motion sensor lights. An estimate from Barry Zeigler is \$700.00. D. Young moved to approve this project as presented, to replace the bathroom lights to LED, motion sensor lights for a cost of \$700.00, seconded by B. Wetzel. Motion carried.
3. During the December 2012 Council meeting, K. Krebs proposed a project involving the installation of new electrical wire for possible dusk to dawn lighting at the tennis courts to try to limit vandalism, and an upgrade to the wiring for the large baseball field's vending area, for an estimate of \$2000.00 for materials with Mr. Krebs and the Work Supervisor completing most of the work. The GRRB cannot afford this project with their current budget and is looking for both support and funds from Borough Council.
4. GRRB will be using Portable Potty's again in April and October, 2013, to save funds.

5. GRRB discussed the proposed new park for Baltimore Street. The next step in the process is to request approval for use of the land from YCPC; the Council will be submitting a letter to YCPC. The park must be ADA Accessible.

### **Approval of Minutes**

1. D. Young moved to approve the December 19, 2012 minutes, seconded by L. Cadwallader, with the following correction: page 3, President's Report, #1, change the word Development Group to Alliance Group. Motion carried. J. Merrick abstained from the vote because he was not on Borough Council.
2. B. Wetzel moved to approve the October 4, 2012 Quarterly Work Session Minutes and the January 3, 2013 Quarterly Council Minutes, seconded by R. Apgar. Motion carried. J. Merrick and D. Young abstained from the vote because they were not present for the meetings.

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

1. The ZO provided a monthly summary report for December 2012, which is available for review in the Borough Office, if requested. The secretary provided the following summary: there was one new NOV issued for unsafe conditions and one existing property maintenance issue, for the same property. There were two Rental Inspections completed this month.

### **2013 Council Committees**

1. Building & Property Committee: E. Delahanty\* and R. Shiles
2. Ordinance/Refuse Committee: B. Wetzel\* and J. Merrick
3. Public Safety Committee: R. Apgar\* and E. Delahanty
4. Special Projects Committee: L. Cadwallader\* and D. Young
5. Finance Committee: R. Shiles\*, B. Wetzel and D. Young
6. Personnel Committee: R. Apgar\*, B. Wetzel and R. Shiles
7. GRRB Council Representative: D. Young
8. Hufnagel Public Library Council Representative: R. Shiles
9. Police Commission Council Representative: E. Delahanty
10. LGAC Representative: L. Cadwallader
11. GR W & S Council Representative: J. Merrick

### **Solicitor's Report continued**

2. The solicitor is trying to confirm CAI's involvement with SALDO and reviewing plans.
3. Attorney Rausch has submitted a final, new agreement for Ray Secrist, and is still asking for release of the letter of credit held by GR Borough. M. Pokrifka suggested a maintenance agreement be signed by all property owners. Currently no fee exists for modifying an already approved plan.

4. The solicitor stated she has discussed the NOV issued for gas leak to property owner, B. Urian. DJ Action has been filed for previous NOV for this same rental property owned by B. Urian.
5. Council discussed their concerns with the Borough being land locked by other municipalities and the possibility of acquiring additional land through the annexation process. R. Apgar moved to authorize the solicitor to research the feasibility of possible annexation, seconded by D. Young. R. Apgar, J. Merrick, R. Shiles, B. Wetzel and D. Young voted yes; L. Cadwallader and E. Delahanty were opposed. Motion carried.

### **Mayor's Report**

No report.

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

No report.

### **Secretary's Report**

1. The Borough received an overpayment of \$150.00 from SMR for 2012 Rental Registrations. The secretary requested a motion to reimburse SMR for their overpayment of \$150.00 for 2012 Rental Registrations. L. Cadwallader moved to reimburse SMR for their overpayment of \$150.00 for 2012 Rental Registrations, seconded by R. Apgar. Motion carried.
2. The secretary requested a motion to reimburse \$2922.00 from General Fund to Liquid Fuels (SHA) for over payment from Liquid Fuels account, as per recommendations from Auditor General's Audit, December 31, 2011. B. Wetzel moved to reimburse \$2922.00 from General Fund to Liquid Fuels (SHA) for over payment from Liquid Fuels account, as per recommendations from Auditor General's Audit, December 31, 2011, seconded by R. Apgar. Motion carried.
3. The secretary requested a motion to transfer \$12029.00 from Section 319 NSM Grant Funds to the General Fund for reimbursement of final expenditures and to close this account. L. Cadwallader moved to transfer \$12029.00 from Section 319 NSM Grant Funds to the General Fund for reimbursement of final expenditures and to close this account, seconded by D. Young. Motion carried.
4. The secretary requested a motion to pay GR Recreation Board's electricity invoice of \$56.46 using the General Fund and then will refund the GF when the Rec Board Account has checks. L. Cadwallader moved to pay GR Recreation Board's electricity invoice of \$56.46 using the General Fund and then will refund the GF when the Rec Board Account has checks, seconded by B. Wetzel. Motion carried.
5. D. Young asked about payment of other invoices; R. Shiles moved to pay all GR Recreation Board submitted invoices using the General Fund and then will refund

- the GF when the Rec Board Account has checks, seconded by J. Merrick. Motion carried.
6. The secretary requested a motion to transfer \$4000.00 from the Rental Fund into the General Fund for highest yield of interest. D. Young moved to transfer \$4000.00 from the Rental Fund into the General Fund for highest yield of interest, seconded by L. Cadwallader. Motion carried.
  7. The secretary requested a motion to appoint, a Bureau Rep and Alternate and TCC Rep and Alternate for YATB. The Bureau Rep is always the Finance Chair; the TCC Rep is Borough's Tax Collector, H. Lee Hoffheins, and the TCC Alternate is the Finance Chair. L. Cadwallader moved to appoint R. Shiles as the Bureau Rep, B. Wetzel as the Bureau Alternate, L. Hoffheins as the TCC Rep and R. Shiles as the TCC Alternate for YATB, seconded by J. Merrick. Motion carried.
  8. GR Hose & Ladder have invited one Council member and guest to attend their banquet on March 23, 2013. L. Cadwallader said she will attend the banquet.

### **Personnel Report**

1. The WS has asked if the Borough could pay his health insurance invoice, rather than reimbursing him for an already paid invoice. This process is not possible because the borough is not providing the insurance.

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

1. The next Borough Newsletter should include a list of vacancies and a list of the new committees.
2. The 2013 Spring Cleanup will be planned for a Saturday in April.
3. The committee suggests planning a Community Yard Sale for the first Saturday in June.
4. L. Cadwallader received an estimate of \$320.00 to paint one sign for the Maintenance Building. Council asked whether any donations were received toward the total cost of this project. L. Cadwallader said she would try to obtain private donations for one-half of the cost. D. Young moved to approve the Borough to pay for one-half (\$160.00) for the new sign for the Maintenance Building, seconded by L. Cadwallader. Motion carried.
5. R. Shiles announced that Zion Lutheran Church will be holding their Free Blue Grass Concert on May 18, 2013, at the GR Park.

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

No report by E. Delahanty. A question was raised whether this committee could review high grass/dilapidated properties. The solicitor said she could re-send a draft version of possible Blight Ordinance. Council also discussed the placement of pea gravel by the WS on the

triangle and surrounding area around Mignano's Restaurant, to finish the Municipal Parking Lot project.

### **Public Safety Report**

1. Council discussed adopting a solicitation ordinance. A borough resident has been annoying private citizens, while trying to obtain work. The solicitor said she would re-send a draft copy of a solicitation ordinance.

### **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	\$ 1477.00
b. Godfrey's Heavy Equipment Repair	4158.72
c. James R. Holley & Associates, Inc.	2987.76
d. Southern Regional Police Dept.	61387.00

L. Cadwallader moved to pay \$60,000.00 to Southern Regional Police Commission for first quarter and submit a letter of explanation, seconded by D. Young. R. Apgar, L. Cadwallader, E. Delahanty, J. Merrick R. Shiles, D. Young voted in favor; B. Wetzal voted opposed. Motion carried.

R. Apgar moved to pay all other invoices over \$500.00 through the General Fund, as presented, seconded by L. Cadwallader. Motion carried.

### **President's Report**

1. R. Shiles thanked R. Apgar for computer repairs.
2. R. Shiles provided a list of important dates to remember for the 2013 Pennsylvania elections.

### **Public Comment**

1. Mark Bortner suggested having a mural painted on the side of the Municipal Maintenance Building.

\*\* Council recessed to Executive Session at 10:18 P. M. to discuss a personnel issue.

\*\*The council meeting resumed at 10:22 P. M.

Council discussed employees, work related injuries, and payment for work related injuries. R. Shiles moved for the "day of injury" hours to be paid as regular work hours, but for any

follow up doctor appointments, an employee must choose to use their own sick, vacation and/or personal time for their appointments, seconded by B. Wetzel. L. Cadwallader, E. Delahanty, J. Merrick, R. Shiles, B. Wetzel and D. Young voted in favor of motion; R. Apgar voted opposed. Motion carried.

B. Wetzel moved to adjourn the meeting at 10:37 P. M., seconded by R. Shiles. Motion carried.

**Respectfully submitted,**

Ann E. Merrick  
Secretary/Treasurer