

**GLEN ROCK BOROUGH
Borough Council Meeting
March 20, 2013**

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

The meeting was Called to Order at 7:00 P.M. by 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. The Codorus Street Retaining Wall project began March 19; ECS is scheduled for a soil inspection on March 21. Although FEMA's measurements do not exactly match the engineer's measurements related to bid specifications, limited additional quantities will be addressed during the closeout of the project with FEMA. Three additional blocks have fallen out of the wall; the contractor is willing to replace these blocks for approximately \$300.00. J. Merrick moved to authorize Bishard Contracting to replace the three additional blocks for a cost not to exceed \$300.00, seconded by B. Wetzel. Motion carried.
2. The Church Street – Growing Greener II Grant project bids will be advertised in April and awarded in May. The work will be divided into three separate bids.
3. Along a portion of Manchester Street, there is no drainage for storm water runoff, so the runoff is pooling between 139 and 149 Manchester Street. Although Manchester Street is a Penn Dot road, Penn Dot does not maintain anything under the roadway. At one time there may have been storm drains along portions of Manchester Street,

but the drains are not present now. R. Apgar moved to authorize the engineer to investigate storm water runoff concerns for up to three hours, seconded by J. Merrick. Motion carried.

**Gene Anstine, Fire Chief for GR Hose & Ladder was present and discussed fire calls to the property 1, 3 Baltimore Street/2, 4, and 6 Manchester Street. The first Fire Call was reported as a Carbon Monoxide leak. Columbia Gas was contacted by the Fire Company; Columbia Gas red tagged and shut off the furnace for the apartments at 2, 4, and 6 Manchester Street. Someone removed the tag and turned the furnace back on without making any repairs. The second Fire Call was reported as a gas leak, but the Fire Company determined there wasn't a gas leak. At this point no permit has been applied for and no action has been taken. Columbia Gas has indicated that whoever removes the red tag from the furnace assumes all responsibility.*

GR Planning Commission's Report

No report.

Approval of Minutes

1. B. Wetzel moved to approve the February 20, 2013 minutes, seconded by R. Apgar. Motion carried.

Zoning Officer's Report

1. The ZO provided a monthly summary report for February 2013, 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 rental inspection completed.

Solicitor's Report

1. M. Pokrifka provided Council with Resolution 2013 – 2, a fee schedule for employee services, subdivision and land development plans and reviews, and miscellaneous borough fees. B. Wetzel moved to adopt Resolution 2013 – 2, a fee schedule for employee services, subdivision and land development plans and reviews, and miscellaneous borough fees, seconded by R. Apgar. Motion carried.
2. Council reviewed letter received from Antoinette Hiebler, property owner of the rental property at 124 Glenvue Road. R. Apgar authorized the solicitor to provide written response to Antoinette Hiebler for non-compliance of the Rental Ordinance, seconded by B. Wetzel. Motion carried.
3. The solicitor stated that although school law regulations regarding background checks for summer recreation programs is a good model, she does not think the

regulations are applicable to GRB because the Borough is not receiving DPW funding.

*L. Cadwallader arrived for the meeting at 7:43 P. M.

4. Council discussed letter received from YCPC regarding use of 13 Baltimore Street property. The solicitor stated that Council must provide reasonable notice to affected residents. M. Pokrifka suggested advertising a short meeting to allow for public comment on the proposed park plan.
5. M. Pokrifka has met with D. Lipinski several times to discuss changes to the Borough's Storm Water Ordinance. The solicitor will email a draft to Council for discussion during the April 4 Quarterly meeting.
6. M. Pokrifka discussed her recent review of the Codification draft of Borough Ordinances, referencing the necessity of modifications to several sections due to adoption of new Borough Code. Council discussed considering a transient business and solicitation ordinance.
7. Although land annexation from Shrewsbury Township to the Borough has occurred in the past, Council is not interested at this time.

GR Recreation Board Report

1. The Recreation Board asked questions regarding the hiring of seasonal employees. If two employees are sharing a seasonal position, both employees should receive individual paychecks.
2. The 2013 Summer Park Program will be held for three weeks, four days per week. L. Cadwallader moved to authorize the GRRB to pay the director \$14.00/hour, thirty hours of planning time, and \$700.00 in advance, for the purchase of supplies, \$9.00/hour for returning assistants, and \$8.50/hour for new assistants, seconded by R. Apgar. Motion carried.

Mayor's Report

1. The Fire Police need Council's approval to volunteer for events in surrounding communities. R. Apgar moved to provide Worker's Compensation coverage for GR Fire Police to volunteer during events held in surrounding municipalities, seconded by B. Wetzel. Motion carried.

Work Supervisor's Report

1. The WS stated that the 2008 Truck tires are worn out and the truck might not pass inspection.

2. The WS indicated that he needs to purchase a bundle of sign posts for a cost of \$29.75 per post for a bundle of 50 posts. B. Wetzel moved to authorize the WS to purchase a bundle of posts, seconded by L. Cadwallader. Motion carried.
3. The WS informed council that the Hydraulic pump is not working properly in the 2001 Truck. The cost to repair could be \$50 - \$2500.00. The approximate cost of purchasing a 2013 Truck is \$68,000, plus the purchase of a plow and spreader.
4. The drywall has been hung in the basement of the Neuhaus Building, as part of the Flood damages from 2011.
5. The Borough received an estimate of \$1680.00 from Reilly Sweeping for 2013 Street Sweeping. B. Wetzel moved to accept Reilly Sweeping's bid of \$1680 for Street Sweeping, seconded by J. Merrick. Motion carried.
6. Shrewsbury Township is willing to work with the Borough to complete a two inch overlay of Valley Street. The WS will try to get a quote from Shrewsbury Township for costs to repair.
7. The WS indicated that he has been denied for Health Insurance coverage from several different companies.
8. Council questioned the WS about the possibility of replacing just the front tires now on the 2008 Truck and waiting to replace rear tires. B. Wetzel moved to authorize the WS to purchase two new front tires for the 2008 Truck, seconded by R. Apgar. Motion carried.

Secretary's Report

1. The secretary requested a motion to authorize the Chief Administrator Officer to sign the January 1, 2013 Act 205 Actuarial Valuation Report. J. Merrick moved to authorize the Chief Administrator Officer to sign the January 1, 2013 Act 205 Actuarial Valuation Report, seconded by L. Cadwallader. Motion carried.
2. The secretary requested a motion to adopt Resolution 2013 – 3, re-appointing R. Laverne Gladfelter to the GR Sewer and Water Authority Board for another five year term and Resolution 2013 – 4, re-appointing Lee McNinch to the GR Sewer and Water Authority Board for another five year term. J. Merrick moved to adopt both Resolution 2013 – 3 and Resolution 2013 – 4, re-appointing R. Laverne Gladfelter and Lee McNinch to the GR Sewer and Water Authority Board for an additional five year term, seconded by B. Wetzel. Motion carried.
3. The secretary requested a motion for permission to register for a PSAB Webinar: Request for Proposal, scheduled for March 26, 2013 for \$40.00. R. Apgar moved to authorize the secretary to register for a PSAB Webinar: Request for Proposal, scheduled for March 26, 2013 for \$40.00, seconded by B. Wetzel. Motion carried.
4. The secretary reminded Council of the next Quarterly meeting scheduled for April 4, 7PM at the Borough Office.

5. The Friends of the Library organization are requesting permission to hold a yard sale in the Municipal Lot or GR Park Lot on June 1, selling spaces as a fundraiser. The solicitor stated that organized events need to collect sales tax.
6. The secretary requested a motion to advertise the results of the 2012 Audit. R. Apgar moved to authorize the secretary to advertise the results of the 2012 Audit, seconded by L. Cadwallader. Motion carried.

Personnel Report

1. The WS is requesting approval from Council for completing the process for updating his CDL Medical Card. R. Apgar moved for the Borough to pay all costs associated with the WS updating his CDL Medical Card, seconded by B. Wetzel. Motion carried.
2. R. Apgar asked if the WS could submit medical expenses to the Borough for reimbursement. The solicitor said that the reimbursement would be income and would not be tax deductible; she will investigate further and report back to Council.
3. The Personnel Committee will be meeting soon to discuss employee reviews.
4. Council discussed the possibility of dissolving the GR Water/Sewer Authority and having the Borough and the Authority created as one entity. R. Apgar moved to authorize the solicitor to investigate the process of dissolving the GR Water/Sewer Authority and creating one entity with the Borough, seconded by B. Wetzel. Motion carried.

Special Project's Report

1. Newsletter articles need to be submitted to the Borough Office by April 2, 2013.
2. L. Cadwallader will attend training for the Pennsylvania Phase II Community Forum, regarding Storm Water updates.
3. L. Cadwallader provided updates of donations for Clean the Stream event, April 27, 2013.

Police Commission Report

1. Southern Police Commission is still discussing services with Stewartstown Borough; if Stewartstown Borough joins as a full member, GRB could save approximately \$15000.

Building/Property's Report

No report

Public Safety Report

No report.

Ordinance/Refuse Report

1. The Borough has received several complaints regarding parked cars on Walnut and West Streets, which could obstruction especially for safety vehicles. Traffic studies review the flow of traffic.
2. Council discussed Ordinance 364, which requires the display of street addresses for residences and other structures located in the Borough. Proper identification of residences is imperative for emergency personnel. Currently the IPMC and Fire Code require a minimum of four inch high number.

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	\$ 1461.41
b. James R. Holley & Associates, Inc.	946.50
c. Rocket Drywall Inc.	1265.00
d. Southern Police Commission	60000.00

B. Wetzel moved to pay the invoices over \$500.00 through the General Fund, as presented, seconded by L. Cadwallader. Motion carried.

President's Report

1. R. Shiles discussed the letter received from YCPC regarding re-use request of the 13 Baltimore Street property. The Revitalization committee showed possible plan for re-use of this property as a downtown park but wanted to wait for permission from YCPC to use the land prior to asking Council for approval to begin project. R. Shiles moved to approve the development of a Veteran's Memorial Park at 13 Baltimore Street using the in lieu of land fees collected from Field of Broad Springs, with the assistance of the YC Economic Alliance, seconded by R. Apgar. A question was raised whether the Borough was obligated to spend the in lieu of land fees for the proposed 13 Baltimore Street Park or whether the fees could be spent at the existing GR Park. A response was made that the existing GR Park was not close enough to the FBS development. Motion carried.
2. R. Shiles thanked B. Wetzel for presiding over the February Council meeting.
3. The South Central York County Senior Center thanked GRB for the 2012 donation of \$500.00.
4. The Borough received a request to support a proposed prevailing wage increase. R. Apgar moved to adopt Resolution 2013 – 5, to support amending Pennsylvania's Prevailing Wage Law, seconded by L. Cadwallader. Motion carried.

R. Apgar moved to adjourn the meeting at 9:50 P. M., seconded by B. Wetzel. Motion carried.

Respectfully submitted,

Ann E. Merrick
Secretary/Treasurer