

GLEN ROCK BOROUGH
Borough Council Meeting
May 15, 2013

Present:	Council Members:	Rollin Apgar Lucy Cadwallader L. James Merrick Benjamin Wetzel Richard Shiles Doug Young
	Engineer:	Jason Brenneman
	Project Manager:	Mark Clark
	Solicitor:	Michelle Pokrifka
	Mayor:	Ronald McCullough, Jr.
	Secretary:	Ann Merrick
	Visitors:	Three visitors, one member of press

The meeting was Called to Order at 7:10 P.M. by President R. Shiles, with the pledge to the flag.

No Public Comment

Announcements/Vacancies

1. R. Shiles announced the following vacancies:
 - a. GR Recreation Board;
 - b. GR Planning Commission, and
 - c. Civil Service Representative.The Borough received one letter of interest from a Borough resident; R. Shiles will meet with this resident to discuss the various openings, time involved, and will also suggest that the resident consider running for Council.

Borough Engineer's Report

1. J. Brenneman reviewed the summary of proposals received for the Church Street Storm Water Improvements, Growing Greener II Grant Project:

a. Wexcon, Inc.	\$306,832.00
b. York Excavating Co.	315,000.00
c. Easy Dig Excavating	322,776.03
d. Trinity Excavating, Inc.	323,959.38

B. Wetzel moved to accept all proposed bids, seconded by L. Cadwallader. Motion carried. B. Wetzel moved to award the bid to Wexcon, Inc., the lowest bid price of \$306,832.00, pending the receipt of all required bid documents, seconded by L. Cadwallader. Council discussed using Liquid Fuel Funds for engineering and pavement restoration portion of the project. Motion carried.

*M. Clark left the meeting at 7:33 P. M.

2. Brett Bishard removed the lift rings from the top of the Codorus Street retaining wall.
3. J. Brenneman has begun reviewing portions of the codification, as requested by the Borough solicitor. He requested permission to meet with the solicitor and ordinance committee to discuss his recommendations in more detail. D. Young moved to authorize J. Brenneman to meet with M. Pokrifka and the Ordinance Committee on May 30, 2013, seconded by L. Cadwallader. Motion carried.
4. J. Brenneman discussed the outcome of the meeting with Penn DOT from May 14 for the water runoff problem at Wetzel's Shurfine Store. Penn DOT was not aware that the Borough/Shrewsbury Township's property line is located in the middle of Manchester Street. The Penn DOT representative stated that the culvert is GR Borough's responsibility, but that if it became a safety issue, Penn DOT would repair it and then bill the Borough. The Borough is responsible for piping and part of the culvert; the property owners, L. Trimmer and Wetzel's are responsible for the storm water runoff. A question was raised about whether any inlets were ever located along Manchester Street, but without documentation, there is no proof that these inlets existed. Penn DOT will continue to investigate and follow up with the engineer as needed.
5. The secretary requested a motion for the President and/or the Vice-President to have the authority to sign all necessary paperwork for the Church Street project. B. Wetzel moved to authorize the President and/or Vice-President to sign all necessary paperwork for the Church Street project, seconded by J. Merrick. Motion carried.

*J. Brenneman left the meeting at 7:45 P. M.

GR Planning Commission's Report

No report.

GR Recreation Board Report

1. The Recreation Board needs to purchase Playground mulch and has a quote of \$900.00 from a Co-Stars vendor. L. Cadwallader moved to authorize the Recreation

Board to purchase Playground mulch for \$900.00 from Co-Stars vendor, seconded by R. Apgar. Motion carried.

2. D. Young moved to transfer "In Lieu of Land" funds, \$18,750.00 from FBS and \$2500.00 from R. Pace, and \$14.00 interest from the General Fund into a separate, interest bearing account, seconded by L. Cadwallader. Motion carried.

Approval of Minutes

1. D. Young moved to approve the April 17, 2013 minutes, seconded by B. Wetzel. Motion carried.

Zoning Officer's Report

1. Code Administrator's Inc. provided a monthly summary report for April 2013.

Solicitor's Report

1. M. Pokrifka mailed a letter to A. Hiebler regarding rental property requirements.
2. The Water & Sewer Authority is completing their 2012 audit and will forward a copy to the Borough, when the audit is completed.
3. York Waste Disposal requested clarification regarding Section 11, Payment and Billing, of their agreement with the Borough. York Waste asked what was meant by the specific wording, "Borough will guarantee payment of any delinquent charges against owners of qualified property." M. Pokrifka stated that this language is always in agreements; York Waste may not file a municipal lien, but may bring District Justice/Civil action for non-payment of services. Municipal Liens are priority liens and must be paid. Currently there are 24 properties with outstanding refuse invoices for the last service year, and there are 41 properties with outstanding refuse invoices for the last six months. R. Apgar moved to authorize the solicitor to review the municipal lien process, to determine the delinquent process for York Waste Disposal, and to file municipal liens for non-payment properties, if necessary, seconded by L. Cadwallader. Motion carried.
4. The secretary discussed the collection of Per Capita Taxes with the solicitor and Council. Council suggested that the secretary meet with the tax collector to try to identify residents who are not currently paying Per Capita Taxes.
5. M. Pokrifka prepared Ordinance 474, an ordinance establishing weight restrictions for Borough Parking Lots, Church Street, and setting forth penalties for violation consistent with the Pennsylvania vehicle code. Council will continue to review and discuss further at next month's meeting.

Mayor's Report

1. The FBI is investigating a property on Hill Street for warehousing counterfeit merchandise.

2. The Mayor discussed police hours billed for the missing person case.

Work Supervisor's Report

1. The WS stated that Hopewell Township is no longer interested in purchasing the Borough's 2001 Truck. Apple Ford offered \$14,000 for Trade-in of the 2001 Truck and the Work Supervisor recommends accepting this price. J. Merrick moved to accept the Trade-in offer of \$14,000 from Apple Ford for the Borough's 2001 Truck, seconded by R. Apgar. Motion carried.
2. Council began discussing possible payment options for the new truck purchase. The secretary will contact Municipal Services representative, to ask whether State Highway Aid funds may be used for the new truck purchase.
3. The Work Supervisor stated that he must purchase a 55 gallon drum of weed killer; the cost is \$1695.00, an item in the 2013 budget.
4. Council asked whether the WS was planning to paint crosswalks this summer. The WS does not paint rail trail crosswalks and train crossings; he does have plans to paint crosswalks throughout the Borough and will need to purchase paint.
5. The WS has not saw cut the edge of the Municipal Parking Lot which was damaged by the Pepsi Truck in March but he does have bumpers to place along the edge of the parking lot, to help delineate the drop off.
6. R. Apgar moved to purchase the drum of weed killer for a cost of \$1695.00, seconded by B. Wetzel. Motion carried.
7. The WS has purchased paint and baseboard to complete the Neuhaus Building restroom project.

Secretary's Report

1. The secretary requested a motion to transfer \$50,000 from the General Fund to Reserve Funds to receive highest yield of interest. L. Cadwallader moved to transfer \$50,000 from the General Fund to Reserve Funds to receive highest yield of interest, seconded by R. Apgar. Motion carried.
2. The secretary requested a motion to transfer \$5000 from the Rental Fund into the General Fund to receive highest yield of interest. R. Apgar moved to transfer \$5000 from the Rental Fund into the General Fund to receive highest yield of interest, seconded by J. Merrick. Motion carried.

*R. McCullough left the meeting to answer a phone call at 9:06 P. M.

3. The secretary reported that there is a hole developing around a storm drain located near 25 High Street and requested that the Work Supervisor begin investigations.

*R. McCullough returned to the meeting at 9:12 P. M.

Personnel Report

1. The Personnel Committee has met and is working on employee reviews.
2. The Personnel Committee discussed meeting monthly with employees to review specific job tasks and to provide guidance as needed.

Special Project's Report

1. L. Cadwallader thanked CGA Law Firm for their donation toward the Borough's cost of plants and mulch for the Main Street planters. Although the volunteer turnout was limited for the Clean the Stream event, progress was made.
2. L. Cadwallader will place notification in the paper to advertise Borough residents' yard sales on June 1, 2013.
3. Dog Bag Tubes have been completed and will be installed at the Glen Rock Park.
4. Hufnagel Public Library will be holding their annual Taste of the Valley event at Cross Creek Farm on November 8, 2013.
5. The library board has requested that the garbage can located near the ramp at the library, be emptied more frequently to prevent overflowing garbage.

Police Commission Report

No report.

Building/Property's Report

No report

Public Safety Report

No report.

Ordinance/Refuse Report

1. The Ordinance Committee will meet with the solicitor on May 30 at Noon, to discuss the Storm Water Ordinance and Codification changes.

Finance Report

1. R. Shiles stated that he approved Reilly Sweeping to air vacuum the Municipal Parking Lot on May 14, for an estimated cost of \$300 - \$400.
2. R. Shiles explained that so far, GRB has collected \$9400.00 for Fire/Emergency Services Tax and suggests that Council consider authorizing a payment of \$5000.00 to the GR Hose & Ladder. J. Merrick moved to authorize the treasurer to pay \$5000.00 to the GR Hose & Ladder from funds collected through the Fire/Emergency Services Tax, seconded by R. Apgar. Council discussed public tax funds and use of these funds. Council discussed the GR Hose & Ladder's annual audits; the Borough

has not received copies of their audits for several years and should receive a copy annually, as per Pennsylvania Borough Code. Motion carried.

3. R. Shiles asked if the Borough's 2012 Audit information was updated by SF & Company. The secretary will contact Steve Fair, CPA, to request updated audit information.
4. 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	\$ 2810.68
b. James R. Holley & Associates, Inc.	4973.99
c. Media One PA	610.80

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

President's Report

1. Shrewsbury Township has asked whether GR Borough Council would consider discussing a possible partnership agreement/regional maintenance agreement between the two municipalities. Council agreed to begin a discussion with Shrewsbury Township.
2. The GR Historical Preservation Society has requested Council's permission to close part of Water Street on June 1, 6-8:30 P. M. for the Roland Seitz Band Concert. D. Young moved to grant permission to the GR Historical Preservation Society to close Water Street on June 1, 6 – 8:30 P. M., for the Roland Seitz Band Concert, seconded by R. Apgar. Motion carried.
3. R. Shiles read an article in the April, 2013 Borough News magazine, which provided information regarding a two percent loan available through DCED, with ten years to pay off, which provides up to \$25,000 for equipment purchases, and up to \$50,000 for building projects.
4. R. Shiles suggested the Borough consider another mural project and referenced another article from the April, 2013 Borough News magazine.
5. Council discussed properties being sold at Sheriff Sale; an upcoming sale on June 10 lists the property 1/3 Baltimore Street, 2/4/6 Manchester Street. B. Wetzel moved to purchase the property 1/3 Baltimore Street, 2/4/6 Manchester Street, if the property sells for \$5000 or less during the Sheriff Sale scheduled for June 10, seconded by R. Apgar. R. Apgar and B. Wetzel voted in favor; L. Cadwallader, J. Merrick, R. Shiles, and D. Young voted against the motion. Motion did not pass.

Public Comment

1. Mark Bortner shared his comments regarding refuse contract and weight of a ¾ ton truck.

R. Apgar moved to adjourn the meeting at 9:55 P. M., seconded by L. Cadwallader. Motion carried.

Respectfully submitted,

Ann E. Merrick
Secretary/Treasurer