

GLEN ROCK BOROUGH
Borough Council Meeting
September 18, 2013

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

Absent: Mayor: Ronald McCullough was absent to attend a mandatory Emergency Medical Responder Class.

The meeting was Called to Order at 7:02 P.M. by President R. Shiles, with the pledge to the flag.

Public Comment

1. Attorney Mike Craley, solicitor for GR Water & Sewer Authority – expressed the Authority’s willingness to work with GR Borough.
2. Robert Schuchart, owner of 14 Church Street – described damage to his property since the beginning of the Church Street project, including concrete split on the first step at the front of his house, several damaged bricks near the steps which lead to the front porch, sidewalk torn up and replaced with stones, and water in his basement. The engineer said he would review these issues and make sure that the temporary curbing is high enough to try to prevent further water damage. Mr. Schuchart was reminded that permanent curb and sidewalk will be installed next spring.

Vacancies

1. The Borough received a letter of interest from Shrewsbury Township resident, Christen Anderson, for the GR Recreation Board vacancy. C. Anderson was present for the meeting and introduced herself to Council. B. Wetzel moved to appoint Christen Anderson to the GR Recreation Board, seconded by R. Apgar. Council

discussed details including length of term. B. Wetzel amended his motion to appoint Christen Anderson to the GR Recreation Board, with her term of service to end on December 31, 2016, seconded by R. Apgar. Motion carried.

2. GR Recreation Board member Judy Flemmens' term of service is ending on December 31, 2013, and since she has served for a three year term and another two year term, she may not be re-appointed, creating another vacancy at the end of 2013.
3. A GR Borough Resident is needed to fill a single vacancy as civil service representative.
4. Two Water & Sewer Board members have terms expiring in December, 2013; L. Cadwallader's position of the GR Planning Commission expires on November 3, 2013, and William Dorsey's position of GR Zoning Hearing Board expires on December 14, 2013.

Borough Engineer's Report

1. The Engineer informed Council that Columbia Gas will be paving Church Street from Main Street to above Center Avenue.
2. For the Church Street project, Wexcon will be installing the last few inlets and pipe, on the opposite side of the street, due to conflicts with the water line.
3. Wexcon has requested permission to leave the job and return in March, 2014, to allow Columbia Gas to complete their gas line work. B. Wetzel moved to authorize Wexcon to leave the Church Street project and return in March, 2014, to complete the project, seconded by R. Apgar. Motion carried.
4. Wexcon is working with Mr. Inch to resolve the YCCD matter, regarding the placement of fill from the Church Street project on Mr. Inch's farm.
5. J. Brenneman submitted Request for Payment #1 to Wexcon for a total of \$178,356.80 and stated that the entire invoice is reimbursable by the GGII Grant.
6. The engineer requested clarification for the 101 Manchester Street storm water issue. The Work Supervisor will be contacting both Dennis Copp and Soimita Persa, to determine if added stones are blocking the flow of water from the storm water pipe.
7. J. Brenneman provided a revised estimate of \$8855.00 for the repaving of Camp Street, from E-Squared. He suggested the addition of a note to the plans, indicating that E-Squared will be responsible for repairing Camp Street and increasing the security bond by \$8855.00 instead of paying these fees to the Borough. GR Borough will need to make sure that the Bond is increased each year, as needed. In addition, J. Brenneman requested a letter from the GR Hose & Ladder Fire Chief, approving placement of a fire hydrant between phase one and phase two of the FBS developments. After further discussion by Council, J. Merrick moved to approve the Bond increase of \$8855.00, and addition of a note on the FBS Phase 2 plans,

indicating that E-Squared will be responsible for repairing Camp Street, seconded by L. Cadwallader. Motion carried.

No GR Planning Commission Report

*J. Brenneman left the meeting at 7:39 P. M.

GR Recreation Board Report

1. D. Young described an incident that occurred at the GR Park, which involved an older child who became stuck in a toddler swing and needed to be cut out of the swing.
2. Board member Anne Creamer attended a Grant Seminar on behalf of the GR Recreation Board.
3. A Borough resident submitted a Dog Park Proposal.
4. M. Pokrifka offered assistance from CGA Law Firm's ADA expert, to develop the park's five year plan.
5. The Board will submit their 2014 Budget proposal prior to the October, 2013 Council meeting.

Approval of Minutes

1. Council discussed the following changes to the August minutes: at the top of page 2, deleting the remainder of the sentence beginning with "the property owner..." and replacing with "Dennis Copp and the adjoining property owner, Soimita Persa, to determine if added stones are blocking the flow of water from the storm water pipe." Council then discussed the intention of the motion on page 6, #4 of the President's Report. R. Apgar moved to amend his motion from the August 2013 Council Meeting to authorize the Council President to assist in obtaining the acquisition of health insurance for the work supervisor, with up to \$2736 of the cost to be contributed by the Borough, seconded by B. Wetzel. Motion carried.
2. L. Cadwallader moved to approve the August 21, 2013 Council Meeting minutes, with the change as noted above, seconded by J. Merrick. D. Young abstained from the vote since he was not present for the meeting. Motion carried.

Zoning Officer's Report

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

Solicitor's Report

1. M. Pokrifka provided updates for the Employee Handbook regarding vacation time.
2. The solicitor provided a final copy of Ordinance 474, establishing weight restrictions for Borough parking lots, Church Street, and setting forth penalties for violation

consistent with the Pennsylvania Vehicle Code. B. Wetzel moved to approve Ordinance 474 as presented, seconded by L. Cadwallader. Motion carried.

3. Council discussed the number of ordinances which must be adopted when the final Codification is advertised and adopted. The meeting with Keystate Publishers is rescheduled for October 10, 2013 at Noon. The solicitor plans for Codification advertising and adoption prior to the end of 2013.
4. The solicitor provided copies of Resolution 2013 – 10, a fee schedule for use in enforcement of Ordinance 472, and Resolution 2013 – 11, a fee schedule for refuse collection, for Council to review. J. Merrick moved to adopt Resolution 2013 – 10, a fee schedule for use in enforcement of Ordinance 472, and Resolution 2013 – 11, a fee schedule for refuse collection, seconded by D. Young. Motion carried.

No Mayor's Report

Work Supervisor's Report

1. The WS requested the following purchases: a cutting edge for the 2008 truck plow for an estimated cost of \$388.00 and four new tires for the red service truck for an estimated cost of \$704.00. Council discussed using State Highway Aid funds for these purchases. R. Apgar moved to purchase a cutting edge and four new tires as described for a total estimated cost of \$1092.00 using either State Highway Aid funds or the General Fund, seconded by B. Wetzel. Motion carried.

Secretary's Report

1. The secretary requested a motion to reimburse the WS for his mileage to and from Reading, PA, driving his personal vehicle, to inspect the placement of electronic controls and extensions on the new truck. R. Apgar moved to reimburse the WS \$75.79 for his mileage to and from Reading, PA, to inspect the placement of electronic controls and extensions on the new truck, seconded by B. Wetzel. Motion carried.
2. The secretary requested a motion to transfer \$200,000.00 from GR Reserve to the General Fund to pay upcoming Borough expenses. B. Wetzel moved to transfer \$200,000.00 from GR Reserve to the General Fund to pay upcoming Borough expenses, seconded by L. Cadwallader. Motion carried.
3. The secretary requested a motion to refund Glenn Whorl his 2013 Rental Fees of \$63.50 for 105 Hanover Street, since his granddaughter resides at the property. B. Wetzel moved to refund Glenn Whorl his 2013 Rental Fees of \$63.50 for 105 Hanover Street, since his granddaughter resides at the property, seconded by L. Cadwallader. Motion carried.
4. As the Chief Administrative Officer of the Borough's pension plan, a motion is requested to meet the borough's MMO (Minimum Municipal Obligation) of \$8507 for

2014. D. Young moved to meet the borough's MMO of \$8507 for 2014, seconded by R. Apgar. Motion carried.
5. The secretary provided Council with the new health insurance marketplace coverage options form for the Borough's employees.
 6. The secretary informed Council that the Borough has received proposals for Animal Control Officer from Mary Harris and Michelle Klugh; the secretary contacted Kim Erdman, but he has not submitted a written proposal.
 7. The secretary informed Council that correspondence was received today from the Department of Emergency Services regarding a new CAD system. Council discussed and decided that the Public Safety Committee Chairman should contact the GR EMS, either Ed Bailey and/or John Trout to discuss this request, prior to making any decisions.
 8. Fire Chief, Gene Anstine, explained York County's new CAD system to Council. GR Hose & Ladder is requesting authorization from Council for the Fire Chief to submit changes to the box alarm assignments. R. Apgar moved to authorize the GR Hose & Ladders Fire Chief to submit changes to the box alarm assignments, seconded by B. Wetzel. Motion carried.
 9. The secretary informed Council of the increased costs of approximately \$6500.00 for Worker's Compensation Plan for 2013 – 2014.

Personnel Report

1. The next Personnel meeting is scheduled for September 23, 2013.

Special Project's Report

1. The planters will be removed from Main Street by the end of September.
2. Shrewsbury Township owns a Bucket Truck and will schedule a date with the WS to change GRB's Banners.
3. New Freedom Fest is Saturday, September 21, 2013.
4. L. Cadwallader will be attending the YC Watershed meeting scheduled in Dover.

Police Commission Report

1. The Police Commission is still discussing budget costs with the addition of Stewartstown Borough, if they become a member.

No Building/Property's Report

Public Safety Report

1. R. Apgar will check the street lights and report any problems to Borough Office, to submit a report to Met-Ed.
2. Council discussed the maximum weight limit for Church Street.

3. R. Apgar provided an update to Council regarding the Transaction Window project for the Borough Office.
4. L. Cadwallader reported that there are brush and tree limbs growing over the Stop Sign at Link Street and requested that a letter be sent to the property owner of 166 Hanover Street.

No Ordinance/Refuse 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	\$ 1275.81
b. Code Administrators, Inc.	1155.00
c. James R. Holley & Associates, Inc.	3961.90
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.
2. James R. Holley & Associates recommends Payment #1 to Wexcon for the Church Street Storm Water Improvements project, \$178356.80. B. Wetzel moved to pay Wexcon \$178356.80 for payment #1 of the Church Street Storm Water Improvements project, seconded by L. Cadwallader. Motion carried.
3. Shrewsbury Township provided an invoice of \$18479.49 for paving Valley Street from the Shrewsbury Township line to Camp Street.

President's Report

1. R. Shiles proposed that Council consider increasing the part-time employee's hours from ten hours per week to thirty hours per week, for a total of 1500 hours per year, and increase his hourly wage from \$10.00/hour to \$11.00/hour for 2014.
2. R. Shiles provided a summary from his meeting with Shrewsbury Township's manager, Chairman of Board of Supervisor's and Road Master. The group discussed the development of a Municipal Agreement to share maintenance costs with two separate maintenance departments, as it is currently, or consider having one maintenance department, with Shrewsbury Township managing all employees.
3. R. Shiles provided another GR Veterans Memorial Park update.

Public Comment

1. Mark Bortner stated that he recently observed a school bus parked on the Municipal Parking lot. Council discussed and the Council President will remind the WS to install

the second sign which designates the allowed weight limit of vehicles driving into the municipal parking lot.

2. An Event is planned for "The Ruins" on Saturday, September, 21, 2013. The train will provide transportation from New Freedom to Glen Rock for this event.
3. The Steam into History organization is willing to help promote other Glen Rock events.

L. Cadwallader moved to adjourn the meeting at 9:39 P. M., seconded by R. Apgar. Motion carried.

Respectfully submitted,

Ann E. Merrick
Secretary/Treasurer