

**GLEN ROCK BOROUGH  
COUNCIL MEETING  
April 16, 2014**

<b>Present:</b>	Council Members:	Jeremy Diehl Eugene Delahanty Mike Shaver Richard Shiles Benjamin Wetzel Doug Young
	Solicitor:	Michelle Pokrifka
	Borough Engineer:	James R. Holley & Associates, Inc.
	Secretary:	Ann Merrick
	Visitors:	Six visitors

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

**No Public Comment**

**Agenda**

1. Cindy Calcutt, Borough resident, 135 Manchester Street: Ms. Calcutt requested assistance from Council, to help manage the stream and try to prevent further erosion along the stream banks, in her backyard. The Borough has no responsibility to repair privately owned land, Council suggested contacting York County Conservation District and will provide contact information.

**Announcements/Vacancies**

1. The following vacancies were announced:
  - a. GR Planning Commission, one vacancy as of Nov 3, 2013;
  - b. GR Zoning Hearing Board, one vacancy as of Dec 14, 2013.
2. Rollin Apgar will be resigning from Council and the Southern Regional Police Commission later this month. The vacancies will need to be filled.

**Borough Engineer's Report**

1. On April 26, 2014, Columbia Gas began their project on Church Street.
2. The following bids were received for the Church Street Curb/Sidewalk Improvement project, CDBG #45571941:
  - a. Carbaugh Concrete, Inc. \$ 97361.05
  - b. DeTralia Excavating, Inc. 117071.25

c. Pantano Concrete LLC	129470.00
d. Doug Lamb Construction	142486.25
e. Heim Construction Company	147000.00
f. Washington & Dowling Co.	194497.00
g. Barnes & Barnes Inc.	209579.25

Mark Clark suggested removing item #6 from the proposed project, which would lower the project price of Carbaugh Concrete, Inc. to \$92861.05. B. Wetzel moved to accept all bids for the Church Street Curb/Sidewalk Improvement project, CDBG #45571941, seconded by J. Diehl. Motion carried. B. Wetzel moved to award the bid contract to the lowest bidder, Carbaugh Concrete, Inc., removing item #6 from the project, for a total price of \$ 92861.05, seconded by J. Diehl. Motion carried.

**Agenda continued**

2. Gene Anstine, GR Hose & Ladder Fire Chief: Gene Anstine requested a resolution from Council, which would allow the Fire Company to bill for false alarms and/or accidents and proposed use of the fire company's new generator to provide auxiliary power for the traffic light, in the event of a power outage. G. Anstine described some of the services provided by PA Fire Recovery Services. M. Pokrifka requested a copy of PA Fire Recovery Services' contract to review. G. Anstine described that the fire company purchased a new generator; the fire company is asking Council to consider installing a wire transfer switch onto the traffic light, to allow their new generator to power the traffic light, in the event of a power outage. Council discussed but did not make any decisions.

**No GR Planning Commission Report**

**GR Recreation Board Report**

1. R. Shiles attended the meeting to discuss the methods he used to raise funds and in-kind contributions for the construction of the new Borough Park.
2. The Recreation Board is discussing possible grant writing options with York College Engineering Department.

\*M. Clark left the meeting at 7:23 P. M.

**Approval of Minutes**

1. B. Wetzel moved to approve the March 19 Council Meeting Minutes, seconded by D. Young. Motion carried.

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

1. Code Administrator's Inc. provided a monthly summary report for March, 2014.
2. The secretary informed Council that the cost of Zoning Permits increased from \$44.00 to \$71.50 with CAI's 2014 Agreement.

### **Solicitor's Report**

1. M. Pokrifka met with the WS, the secretary and D. Young to discuss options for regulating traffic and parking during winter snow storms. Council discussed eliminating parking along primary roads, the designation of primary and secondary snow emergency routes, and declaration of a snow emergency. The solicitor suggested that Council review sample ordinances, for further discussion.
2. M. Pokrifka discussed changes to establishing weight restrictions for parking lots and Church Street, and setting penalties' for violations consistent with the Pennsylvania Vehicle Code. Council did not approve this ordinance and would like clarification from Penn DOT regarding the correct wording of maximum gross weight or pay load weight.
3. M. Pokrifka provided a copy of previously drafted Ordinance 468, a general residential property maintenance code, which was never adopted by Council, to re-review. The solicitor suggested that Council review this ordinance for possible adoption in the future.
4. M. Pokrifka discussed CGA's collection process for outstanding refuse fees; several liens have been filed by CGA for lack of payment. CGA has spent many hours on the collection of these outstanding refuse fees; the records provided by Republic Services are not consistent, which causes confusion and frustration for both the residents and CGA Law Firm staff. CGA is mailing at least two notices to residents prior to filing liens on properties.
5. M. Pokrifka suggested to Council that they adopt the Storm Water Ordinance prior to adopting the Codification.
6. M. Pokrifka provided a final draft of the Blight Ordinance. J. Diehl moved to advertise the Blight Ordinance, for adoption at the May meeting, seconded by B. Wetzal. Motion carried.
7. M. Pokrifka reminded Council that she will not be available to attend the May Council Meeting.

### **No Mayor's Report**

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

1. Some GR Borough residents participated in Shrewsbury Township's mulch and spring cleanup; R. Shiles thanked Mike Shaver for working with the Borough's Work Supervisor during this Shrewsbury Township event.

## **Secretary's Report**

1. The secretary requested a motion to authorize payment of the 2014 MMO for Borough Employees, \$8507.00. D. Young moved to authorize payment of the 2014 MMO for Borough Employees, \$8507.00, seconded by B. Wetzel. Motion carried.
2. The secretary requested a motion to transfer \$8000.00 from the General Fund to the GR Recreation Fund as budgeted. B. Wetzel moved to authorize the transfer of \$8000.00 from the General Fund into the GR Recreation Fund, as budgeted, seconded by D. Young. Motion carried.
3. The secretary requested a motion to authorize the Glen Rock Fire Police to provide traffic control for the 4<sup>th</sup> of July Blast activities scheduled in Springfield Township. B. Wetzel moved to authorize the Glen Rock Fire Police to provide traffic control for the 4<sup>th</sup> of July Blast activities scheduled in Springfield Township, seconded by M. Shaver. Motion carried.
4. The secretary requested a motion to authorize the Glen Rock Fire Police to provide traffic control for the following events: Fairy Festival, Shrewsbury Carnival, New Freedom Carnival and parade, and Jacobus Fireworks. B. Wetzel moved to authorize the Glen Rock Fire Police to provide traffic control for the following events: Fairy Festival, Shrewsbury Carnival, New Freedom Carnival and parade, and Jacobus Fireworks, seconded by M. Shaver. Motion carried.
5. The secretary requested a motion to authorize the payment of \$281.39 for 2013 and \$6000.00 for 2014 Fire/Emergency Services Taxes to GR Hose & Ladder as received from taxpayers. D. Young moved to authorize the payment of \$281.39 for 2013 and \$6000.00 for 2014 Fire/Emergency Services Taxes to GR Hose & Ladder as received from taxpayers, seconded by J. Diehl. Motion carried.
6. The secretary reminded Council that she was attending Environmentally Sensitive Materials, Dirt & Gravel Training in State College on April 22 and 23, 2014.
7. The secretary requested reimbursement of mileage to and from State College. B. Wetzel moved to reimburse the secretary for mileage to and from State College, seconded by M. Shaver. Motion carried.

## **Police Commission Report**

1. The Commission is currently discussing the following items: Officer Storeman was presented with a Chief's letter for an outstanding investigation, which led to an arrest; York County's new radio system, new GPS tracking equipment being considered at a cost of \$41.25 per month per vehicle; and although the Accreditation Program serves as a good guideline for policies and procedures, with the addition of Stewartstown Borough, there has not been much time to work on the program.
2. D. Young asked if the police are now using the Disruptive Conduct Report, which is part of Ordinance 472. The secretary will verify use of this new report by the police.

### **Special Project Report**

1. April 26 is Glen Rock Borough's Clean the Stream event. J. Diehl requested the help of Ann Merrick, Ron McCullough and Steve Bowers; last year the employees were paid to work at this Borough event. J. Diehl moved for Council to authorize paying Steve Bowers, Ron McCullough, and Ann Merrick to work on April 26, from 8am – 1pm, seconded by B. Wetzel. During discussion, D. Young mentioned that both R. McCullough and A. Merrick are currently over budget for their overtime. E. Delahanty, J. Diehl, M. Shaver, R. Shiles, and B. Wetzel voted yes, and D. Young voted no; motion carried.
2. The Winter banners need to be changed.
3. The trash cans located in front of the library and along the rail trail need emptied.
4. A Borough wide yard sale will be held June 7, 8am – 4pm.
5. A Spring Festival is being planned for spring of 2015; volunteers are working with the GR Mill Inn. Anyone interested in volunteering may contact J. Diehl.

### **Building/Property Report**

1. E. Delahanty stated that the 2014 truck is performing well.
2. The Work Supervisor will be setting up a welding station in the basement of the Neuhaus Building.
3. The handrails need to be re-installed on the basement stairs.
4. Rebar has been purchased to hold the parking bumpers in place in the Municipal Parking Lot on Manchester Street.

### **Personnel Report**

1. The Personnel Committee discussed the assistant secretary position. B. Wetzel moved for Council to authorize the advertising and hiring of an assistant secretary for the Borough Office, seconded by M. Shaver. Motion carried.

### **No Ordinance/Refuse Report**

### **Finance Report**

1. R. Shiles presented the invoices over \$500.00 for payment through the General Fund. B. Wetzel moved to pay the following invoices over \$500.00, using the General Fund, seconded by M. Shaver:

a. CGA Law Firm	\$ 1547.03
b. James R. Holley & Associates, Inc.	3475.43
c. SF & Company	3000.00
d. Southern Regional Police Commission	55031.00
e. Wertz Farm & Power Equip. Inc.	10299.00

Motion carried.

### **President's Report**

1. President Shiles reported that York County provided Marcellus Shale funds of \$150,000.00 for the construction of a park in York and stated that the Borough needs to be aware of available grant funds.
2. President Shiles has requested copies of documents that were previously submitted by James R. Holley & Associates, for the DCNR Grant application.

### **Secretary's Report continued**

8. The secretary stated that a draft of the reimbursement application for GGII Grant was submitted to Jineen Boyle for comments.

### **Public Comment**

1. Gene Anstine stated that when the GR Fire Police are not dispatched for an emergency response, they are working for the Borough and are still covered by the Borough's Worker's Compensation.
2. May 3, 2014 a County-wide Flood Drill Training is planned.
3. A Debate is scheduled for April 30 at the Shrewsbury Fire Hall for all State Rep Candidates for the 169<sup>th</sup> District.

B. Wetzel moved to adjourn the meeting at 9:12 P. M., seconded by M. Shaver. Motion carried.

**Respectfully submitted,**

Ann E. Merrick  
Secretary/Treasurer