

**GLEN ROCK BOROUGH
COUNCIL MEETING
August 20, 2014/September 10, 2014**

Present:	Council Members:	Eugene Delahanty Jeremy Diehl Victoria Ribeiro Mike Shaver, Jr. Richard Shiles Benjamin Wetzel Doug Young
	Engineer:	Mark Clark, Project Manager
	Solicitor:	Michelle Pokrifka
	Secretary:	Ann Merrick
Present on 9/10:	Council Members:	Eugene Delahanty Jeremy Diehl Victoria Ribeiro Benjamin Wetzel
	Engineer:	Jason Brenneman, P. E.
	Secretary:	Ann Merrick

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

Council President Richard Shiles presented Borough Resident Dr. Demi Stevens with a Certificate of Recognition, for receiving the 2014 “Women of Influence” Award and for her leadership and achievements in founding “Year of the Book” publishing company as well as for her contributions to the community.

No Public Comment

Agenda

1. Woody Boyle, Umpire for Men’s Central League Baseball: Mr. Boyle described an incident that occurred on July 8 at the GR Baseball Field at the Glen Rock Park. A batting cage owned by the Glen Rock Athletic Association was not secured properly and hit his car. Mr. Boyle stated his vehicle sustained \$3100.00 worth of damage. Mr. Boyle appealed to Borough Council to help him pay some or at least part of his \$500.00 deductible. Council discussed but did not make any decisions at this time.

Announcements/Vacancies

1. The following vacancies were announced:
 - a. GR Planning Commission, one vacancy as of Nov 3, 2013, and
 - b. GR Zoning Hearing Board, one vacancy as of Dec 14, 2013.

Borough Engineer's Report

1. M. Clark provided a brief update regarding the conference call with Columbia Gas and Representative R. Miller's office, discussing the Church Street project. Columbia Gas has added a third crew and should finish their work by September 1, 2014. Wexcon will begin mobilizing on August 25 and will start working on August 26, 2014. Portions of Church Street will be closed when Wexcon begins working next week. Carbaugh will begin the curb and sidewalk project by September 15, 2014.
2. James R. Holley & Associates, Inc., received a phone quote of \$3150 for milling of the roadway and a phone quote of \$38935.75 for materials from York Materials. D. Young moved to accept the phone bids of \$3150 from Kinsley for milling of the roadway and \$38935.75 from York Materials, for road material, seconded by B. Wetzel. Motion carried. B. Wetzel moved to award the bids of \$3150 from Kinsley for milling of the roadway and \$38935.75 from York Materials, for road material, seconded by J. Diehl. Motion carried.
3. James R. Holley & Associates, Inc., received a phone quote of \$26715.00 from Kinsley for the installation of SuperPave. This quote exceeds the amount of money allowable for phone quote for a project, so M. Clark requested a motion for advertising for bids for the installation of SuperPave on Church Street. B. Wetzel moved to authorize James R. Holley & Associates, Inc., to advertise for the installation of SuperPave on Church Street, seconded by J. Diehl. Motion carried.
4. M. Clark asked if Council would consider recessing tonight's meeting to reconvene on September 10, 2014 to award the bid for the installation of SuperPave on Church Street. B. Wetzel moved to reject Kinsley's phone quote of \$26715.00 for the installation of SuperPave, and to recess the August 20 Council meeting to reconvene on September 10, 2014 to award the bid for the installation of SuperPave on Church Street, seconded by J. Diehl. Motion carried.
5. M. Clark informed Council that Shrewsbury Borough has a video camera that they rent for \$150.00 per hour and this camera would be able to video the Winter Avenue Storm Water pipes. M. Clark estimates that this process would take four hours. B. Wetzel moved to authorize the use of Shrewsbury Borough's video camera to video Winter Avenue's Storm Water pipes, seconded by M. Shaver. Motion carried.
6. Council discussed the broken storm water pipe located at 129 Manchester Street, which was reported to the Borough by the owner of said property. Council discussed whether replacement of the entire length of pipe is the Borough's responsibility. The

solicitor stated there may be a recorded document that notes right of way responsibility. J. Diehl moved to authorize the solicitor to investigate whether there is an easement or right of way for the 129 Manchester Street property, seconded by V. Ribeiro. E. Delahanty, J. Diehl, V. Ribeiro, R. Shiles, and D. Young voted yes; M. Shaver voted no. Motion carried.

*M. Clark left the meeting at 7:44 P. M.

Police Commission's Report

1. John Trout, Citizen at Large representative for Glen Rock, requested a motion to adopt Southern Regional Police Commissions' By Laws. After some discussion, B. Wetzel moved to adopt Southern Regional Police Commissions' By Laws, seconded by M. Shaver. Motion carried.
2. The solicitor provided a copy of Resolution 2014 -14, adopting the Southern Regional Police Commission's By-Laws. B. Wetzel moved to adopt Resolution 2014 – 14, adopting Southern Regional Police Commission's By Laws, seconded by D. Young. Motion carried.
3. J. Trout reported that the Sergeant's Test has been re-scheduled from September to October, 2014.
4. Negotiations have begun for the Commission and the Police Officers.
5. The Commission has begun working on the 2015 budget. The budget committee is trying to project legitimate expenses for 2015.
6. Council discussed the commission's budget process.

GR Recreation Board Report

1. The Recreation Fund currently has a balance of approximately \$10,000.00.
2. A representative from the student group ENACTUS at York College attended the Recreation Board's recent meeting. The group may be able to provide some services to GRRB.
3. Jeff Heyne, President of the GRAA, attended the recent Recreation Board meeting. The Recreation Board discussed replacement of the bleachers and insurance requirements with Mr. Heyne.
4. GRRB obtained a quote of \$2100.00 from The Brenneman Company to repair tennis court cracks. D. Young moved for Council to approve tennis court crack repairs by The Brenneman Company for a cost of \$2100.00, seconded by B. Wetzel. Motion carried.
5. GRRB received a quote from A & M Fencing to replace the park's perimeter posts for a cost of \$150.00 per post. The Recreation Board is going to investigate other options prior to making any decisions for this project.

6. The Dog Park Fence project received \$80.00 in donations during the Dog Frisbee event.
7. The Summer Park Program averaged 30 children per day. Overall participation was lower than in previous years.
8. R. Shiles requested a meeting with the Recreation Board members to continue developing the Borough's five year plan for the park. The plan is projected to be in effect by 2015.
9. Council discussed the Borough's insurance requirements for organizations such as the Glen Rock Athletic Association. M. Shaver moved to authorize M. Pokrifka to send notification to Jeff Heyne, GRAA President of the Board, outlining the Borough's requirements to obtain liability insurance, seconded by J. Diehl. Motion carried. M. Shaver moved to authorize M. Pokrifka to contact Woody Boyle to determine his employer, seconded by J. Diehl. Motion carried.

No GR Planning Commission Report

Approval of Minutes

1. B. Wetzel moved to approve the July 23, 2014 Quarterly Council Meeting Minutes, seconded by M. Shaver. Motion carried. V. Ribeiro and D. Young abstained from the vote.
2. D. Young moved to approve the July 16, 2014 Council Meeting Minutes, seconded by J. Diehl. Motion carried. E. Delahanty, M. Shaver, and B. Wetzel abstained from the vote.
3. Council discussed the decision made during the July 23, 2014 Quarterly meeting, to Opt In to the Chesapeake Bay Pollution Reduction Plan.

Zoning Officer's Report

1. Code Administrator's Inc. provided a monthly summary report for July, 2014.

Solicitor's Report

1. M. Pokrifka provided Resolution 2014 – 13, the municipal election to "Opt-In or Opt-Out" of the York County Regional Chesapeake Bay Pollution Reduction Plan. B. Wetzel moved to adopt Resolution 2014 – 13, with Glen Rock Borough electing to Opt-In to the York County Regional Chesapeake Bay Pollution Reduction Plan, seconded by M. Shaver. V. Ribeiro, M. Shaver, R. Shiles and B. Wetzel voted yes; E. Delahanty, J. Diehl and D. Young voted no; motion carried.
2. M. Pokrifka provided council with an updated version of the Disruptive Conduct Report. Council discussed the use of this report. Council members should review and provide their comments/suggestions to the secretary; the secretary will then

forward comments to the solicitor for further discussion during the September Council meeting.

3. M. Pokrifka reviewed previous drafts of Ordinance 468, the ordinance adopting the International Property Maintenance Code for all residential properties. The solicitor would like to meet with the Ordinance Committee and the Work Supervisor, to review specific areas of the ordinance that should be kept and/or removed from the ordinance due to applicability.
4. The solicitor will try to contact Zoning Officer, Keith Hunnings, to ask for his input regarding Storm Water Ordinance reviews relating to the issuance of permits, once the Storm Water Ordinance has been adopted.
5. The solicitor informed Council that Keystate Publishers needs to review all adopted Resolutions prior to finalizing the Codification.

No Mayor's Report

No Work Supervisor's Report

Secretary's Report

1. The secretary requested a motion to refund 2013 & 2014 Rental Fees paid by the Housing Authority of the City of York, totaling \$354.00 from the Rental Fund, since their four units are exempt from the rental licensing requirements as per the Rental Ordinance 472. D. Young moved to refund \$354.00 to the Housing Authority of the City of York for 2013 & 2014 Rental Fees because the four rental units are exempt from the rental licensing requirements as per Rental Ordinance 472, seconded by J. Diehl. Motion carried.
2. The secretary informed Council that the cost of salt as per our contract with the state for the 2014 – 2015 Snow Season is \$63.12/ton.
3. As the Chief Administrative Officer of the Borough's pension plan, A. Merrick requested a motion to meet the borough's MMO (Minimum Municipal Obligation) of \$10568 for 2015. B. Wetzel moved to meet the borough's MMO of \$10568 for 2015, seconded by M. Shaver. Motion carried.
4. The secretary requested a motion for authorization to apply for Electronic Fund Transfer of funds from Comcast. D. Young moved to authorize A. Merrick to apply for Electronic Fund Transfer of funds from Comcast, seconded by B. Wetzel. Motion carried.
5. The secretary asked Council if the funds requested for 2015 CDBG Hanover Street Curb & Sidewalk project are for Construction only or whether Council wants to include engineering fees. After some discussion B. Wetzel moved to use all available funds for construction of the 2015 CDBG Hanover Street Curb & Sidewalk project, seconded by J. Diehl. Motion carried.

6. The secretary informed Council that two residents have requested Handicap Parking spaces: one space at and/or near 9 Manchester Street, Apt A and one space at and/or near 102 Church Street. M. Shaver moved to approve the installation of two handicapped parking spaces, one space at and/or near 9 Manchester Street, Apt A and one space at and/or near 102 Church Street, seconded by B. Wetzel. Motion carried.
7. The secretary announced that the Borough Office will be closed August 25 – September 1, 2014.
8. The secretary requested a motion to transfer \$5000.00 from the Rental Fund to the General Fund to use the funds as budgeted. B. Wetzel moved to approve the transfer of \$5000.00 from the Rental Fund to the General Fund to use the funds as budgeted, seconded by D. Young. Motion carried.

No Public Safety Report

Special Project Report

1. The Brew/Art Fest Committee is working on their logo.
2. The Brew/Art Fest Committee will continue to meet the first Wednesday of each month.
3. J. Diehl will follow up with Keel Mar Landscaping, to ask if they are still planning to develop a garden area along the Rail Trail.

No Personnel Report

No Ordinance/Refuse Report

Building/Property Report

1. E. Delahanty stated that the initial three sections of the mural are finished on the side of the Neuhaus Building. Three more sections, including a mural of the library, Geiple’s and the Glen Rock Hose & Ladder are planned to be painted next summer.

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	\$ 2512.36
b. James R. Holley & Associates, Inc.	2543.45

 Motion carried.

2. R. Shiles presented an invoice over \$500.00 for payment using Liquid Fuel Funds. B. Wetzel moved to pay the following invoice over \$500.00, using Liquid Fuel Funds, seconded by J. Diehl:
 - a. James R. Holley & Associates, Inc. \$ 1898.20
Motion carried.
3. B. Wetzel moved to amend a previous motion to award bids to Kinsley Construction and York Materials, with invoices to be paid using Liquid Fuel Funds, seconded by J. Diehl. Motion carried.
4. Finance Chairman, D. Young provided a 2014 mid-year financial update for income and expenses of the Borough's Funds.

President's Report

1. R. Shiles provided a brief update for the Glen Rock Veteran's Memorial Park located on Baltimore Street. Silbaugh Memorials is donating approximately \$3400.00 of materials, including a monument, lettering and delivery, Bar Mac is donating all cement blocks and the American Legion has donated plaques. Mr. Shiles is hopeful that the park will be complete for a November 11 dedication.

M. Shaver moved to recess tonight's meeting at 10:18 P. M. and to reconvene the meeting on September 10, 2014, 8P. M. in the Borough Office, seconded by J. Diehl. Motion carried.

The Council Meeting reconvened on September 10, 2014, 8 P. M., in the Borough Office.

The Borough received one bid from Kinsley Construction, Inc., for the installation of 25 mm SuperPave Base Course, \$22030.50, and installation of 12.5mm SuperPave Wearing Course, \$3201.50. J. Diehl moved to accept Kinsley Construction's bid, seconded by V. Ribeiro. Motion carried. J. Diehl moved to award the bid to Kinsley Construction, Inc., pending the receipt of all bid documents, using liquid fuel funds, seconded by V. Ribeiro. Motion carried.

J. Diehl moved to adjourn the meeting at 8:04 P. M., seconded by V. Ribeiro. Motion carried.