

**GLEN ROCK BOROUGH  
COUNCIL MEETING  
February 19, 2014**

<b>Present:</b>	Council Members:	Rollin Apgar* Jeremy Diehl Eugene Delahanty Mike Shaver Richard Shiles Benjamin Wetzel* Doug Young
	Solicitor:	Michelle Pokrifka
	Borough Engineer:	Jason Brenneman, PE
	Secretary:	Ann Merrick
	Visitors:	Eight visitors

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

**Public Comment**

1. Gene Montanarelli announced an open political meeting is being held on Thursday, February 20, 7PM at the Shrewsbury Fire Company and invited everyone to attend.

\*R. Apgar arrived for the meeting at 7:05 P. M.

**Agenda**

1. Janette Kuzma, Borough resident, 282 Ridge Avenue  
Ms. Kuzma explained her concerns with the unplowed parking lot at the GR Park. School students must stand on Fair School Road since this area is not plowed and she is concerned with their safety. Ms. Kuzma also stated that while driving on Hanover Street, her vehicle became stuck in unplowed snow and sustained damages. Ms. Kuzma stated that the damage to her vehicle is caused by negligence by the Borough and requested reimbursement for the fees to repair her vehicle. Borough Council explained governmental immunity is applicable and the Borough cannot be held liable for the damages.

**Vacancies**

1. The following vacancies were announced:
  - a. Civil Service Representative (Borough Resident) for Southern Regional Police;
  - b. GR Planning Commission, one vacancy as of Nov 3, 2013;

c. GR Zoning Hearing Board, one vacancy as of Dec 14, 2013.

### **Borough Engineer's Report**

1. J. Brenneman discussed Wexcon's Change Work Orders for the Church Street project. Change Order #2 refers to additional time spent to remove concrete from the culvert bottom at inlet 14 and 14B. Change Order #3 refers to additional time spent to remove excess concrete encasing around Verizon's duct bank near inlet 12A. Change Order #4 refers to the removal of the existing concrete culvert bottom in area of inlets 9, 10, and 11. Change Order #5 refers to gas and water main line conflicts from inlet 9 to 9C. Change Order #6 refers to a sanitary sewer conflict at inlet 6. Change Order #7 refers to water and gas service conflicts at inlets 4 and 5 and Change Order #8 refers to re-mobilization costs for Wexcon. The costs associated with these change orders is an increase of \$8809.72 from the original contract price of \$306,832.00. D. Young moved to individually approve Wexcon's Change Work Orders #2 through and including #8, each motion seconded by R. Apgar. Council unanimously approved each individual motion.
2. J. Brenneman stated that bids for the CDBG Curb & Sidewalk project for Church Street should be ready for the April Council meeting.
3. Columbia Gas will be moving the main on Church Street and the work is projected to begin March 17, 2014.
4. J. Brenneman discussed the new FEMA Floodplain maps with Council. Glen Rock has submitted their 2009 Floodplain Ordinance to the state for review and recommendations. The new floodplain ordinance will need to be adopted by April, 2015.
5. New Block Grant projects must be submitted by June, 2014 to York County.
6. The engineer, solicitor and Council discussed additions and changes to the current draft of the Stormwater Ordinance. Land Development and Subdivision Plans must be reviewed for Stormwater.
7. Council discussed that the Borough does not have formal guidelines for the installation of curb and sidewalks. For the Church Street project Penn DOT guidelines must be followed.

\*\*J. Brenneman left the meeting at 8:33 P. M.

### **GR Planning Commission Report**

1. The commission members met to review the new FEMA Floodplain maps.

### **GR Recreation Board Report**

1. The GR Recreation Board has discussed the grant process with a DCNR representative.

2. The board re-organized for 2014: Ken Krebs - Chairman, Christen Anderson - Treasurer, and Anne Creamer - Secretary. Lee McNinch left the meeting early and Kathy Wells was not present for the meeting. D. Young stated that the Recreation Board By-Laws indicate that a non-active board member may be removed by Council. D. Young moved to request the removal of Kathy Wells from the GR Recreation Board, seconded by R. Apgar. Motion carried. D. Young submitted a letter of interest for this new vacancy, from Tiffany Murphy. D. Young moved to appoint Tiffany Murphy to the Recreation Board vacancy, seconded by R. Apgar. Motion carried.

### **Approval of Minutes**

1. On page 2, Engineer's Report, #3, D. Young asked that "Codification Committee" be changed to "Ordinance Committee". M. Shaver moved to approve the January 6, 2014 Re-organizational minutes, with the wording change on page 2, Engineer's Report, #3, "Codification Committee" changed to "Ordinance Committee" seconded by R. Apgar. Motion carried.

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

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

### **Solicitor's Report**

1. The solicitor stated that Code Administrator's Inc. will provide SALDO administration for \$55.00/hour, as per Resolution 2014 – 7. D. Young moved to adopt Resolution 2014 – 7, establishing fees for third party administrator Code Administrators, Inc. for enforcement and administration of the subdivision and land development ordinance for Glen Rock Borough, seconded by R. Apgar. Motion carried.
2. The solicitor shared letter from Selective Insurance Company to Senft Law Firm, who is representing Robert Schuchart, 14 Church Street. The letter discusses the Borough's protection through the Political Tort Claims Act, and further states that the Borough cannot be held legally liable for the damages being claimed.
3. The solicitor stated that the Borough may remove parking spaces, as per Borough Code.
4. R. Shiles met with Met-Ed to discuss a possible donation of funding or services for the new park. Met-Ed is interested in donating \$500.00 but cannot donate directly to the Borough but can donate to a 501.3c non-profit.
5. Council discussed the current refuse contract with the solicitor. Residents and council members are frustrated with current service. The solicitor stated that if there is a breach of contract, the Borough must give written notice, stating valid reasons for termination of the contract. The Borough is not obligated to take the lowest bidder, but the lowest responsible bidder, for service contracts.

## **No Mayor's Report**

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

1. WS cleared snow and Barry Taylor hauled the snow to the GR Park on February 17, for a cost of \$495.00. On February 20, the WS plans to remove piles of snow from Baltimore, Manchester, and Hanover Streets, and this snow will also be hauled to the park by Barry Taylor.
2. The WS reported that a tree branch broke the front windshield of the JD Loader; the Borough's deductible is \$250.00. The cost for a new windshield and installation is approximately \$500.00. The WS asked whether he should report this damage to the insurance company or have the Borough pay directly for total damages since replacement costs are low. M. Shaver moved for the Borough to pay \$500.00 for replacement window and installation, seconded by R. Apgar. Motion carried.

### **Secretary's Report**

1. The secretary requested a motion to adopt Resolution 2014 – 8, to promulgate the Emergency Operations Plan. R. Apgar moved to adopt Resolution 2014 – 8, to promulgate the Emergency Operations Plan, seconded by M. Shaver. Motion carried.

### **Police Commission Report**

1. The Commission accepted the Chief's recommendation to test for and hire a second Sergeant.
2. The Police Department sold some old equipment to raise the funds to purchase Glocks for all police officers.
3. The Commission's solicitor is working on an agreement with Shrewsbury Township for the installation of cameras, at no cost to the police department, on traffic signal poles.
4. Bargaining will not begin until the police officers are part of the Fraternal Order of Police.

### **Public Safety**

1. R. Apgar discussed the damages by downed trees and tree limbs during the recent ice storm.

### **Special Project Report**

1. The Special Project's Committee will meet on February 27, 2014, 7pm at the Borough Office.

### **Building/Property Report**

1. E. Delahanty discussed the WS recent purchase of the Mig Welder.

**No Personnel Report**  
**No Ordinance/Refuse Report**

**Finance Report**

1. R. Shiles presented the invoices over \$500.00 for payment through the General Fund. D. Young moved to pay the following invoices over \$500.00, using the General Fund, seconded by R. Apgar:
  - a. CGA Law Firm \$ 2982.68
  - b. Dressel Welding Supply 2605.12
  - c. H. Lee Hoffheins 660.77
  - d. James R. Holley & Associates, Inc. 852.60
  - e. Southern York Turf & Tractor, Inc. 588.07Motion carried.

**President's Report**

1. Mr. Gotwols requested permission from the Borough to level the train tracks by the GR Mill Inn, and eliminate walkers/bike riders from crossing back and forth over the train tracks, along the side of the GR Mill Inn. Permission for these actions should be addressed to the YC Rail Trail. M. Pokrifka will address this request with the YC Rail Trail's solicitor and report back next month.
2. The Borough should receive a letter of final determination from FEMA, in the fall of 2014, with recommendations to update the Borough's Floodplain Ordinance.
3. R. Shiles provided an update regarding the Watershed Implementation Plan. Seven non- ms4 municipalities are currently participating, as voluntary members, including Shrewsbury Township and Glen Rock Borough.

\*B. Wetzel arrived for the meeting at 9:37 P. M.

4. M. Pokrifka is not available to attend the May, 2014 meeting; Council will decide during the March meeting, whether a replacement attorney will be needed to attend the May meeting.

R. Apgar moved to adjourn the meeting at 9:42 P. M., seconded by J. Diehl. Motion carried.

**Respectfully submitted,**

Ann E. Merrick  
Secretary/Treasurer