

**GLEN ROCK BOROUGH
COUNCIL MEETING
March 18, 2015**

Present:	Council Members:	Eugene Delahanty Jeremy Diehl Victoria Ribeiro Mike Shaver, Jr. Benjamin Wetzel Doug Young*
	Borough Engineer:	Jason Brenneman, P. E.*
	Solicitor:	Michelle Pokrifka
	Secretary:	Ann Merrick

The meeting was Called to Order at 7:00 P.M. by Council Vice-President Benjamin Wetzel beginning with the pledge to the flag.

No Public Comment

*D. Young arrived for the meeting at 7:01 PM.

Vacancies

1. GR Planning Commission: one vacancy.
2. GR Recreation Board: two vacancies.
3. Mayor: The Borough received letters of interest from residents John Trout and William Fallon. After some discussion, D. Young moved to appoint J. Trout as Mayor, term to expire January 1, 2016, seconded by J. Diehl. Motion carried. Council thanked Mr. Fallon for his interest and informed the public of the upcoming election vacancies, including a two year term for Mayor and four openings on Borough Council.

Approval of Minutes

1. V. Ribeiro moved to approve the February 18, 2015 Council Meeting Minutes, seconded by D. Young. Motion carried.

Zoning Officer's Report

1. Code Administrator's Inc. provided a monthly summary report for February, 2015.

Police Commission's Report

1. SRPD has a new format for their monthly report of Calls for Service. This document was emailed to all Council members and is also posted on the police department's website: www.srpd.us.
2. Chief Boddington described a recent fire at 64 Baltimore Street and indicated that an investigation is ongoing.

GR Recreation Board Report

1. Most recent meeting was March 17; the DCNR Committee members attended the meeting and discussed the DCNR Application. Lori, the DCNR Rep, suggested the most competitive project for the Borough would be replacement of the large playground structure; the Dog Park and

ADA pathways are not as competitive. DCED has a grant with maximum funding of \$250,000, which requires a fifteen percent cash match and has a June 30, 2015 deadline. The Board and/or grant committee will apply for the DCED Grant instead of the DCNR Grant.

2. The Recreation Board recommends hiring Chris Apgar as restroom security to begin May 1, 2015. D. Young moved to approve the Recreation Board's recommendation to hire Chris Apgar as restroom security, beginning May 1, 2015, seconded by V. Ribeiro. Motion carried.
3. The Recreation Board recommends hiring Rebecca Rohrbaugh as the returning Director of the Summer Playground Program, \$16.00/hour. D. Young moved to approve the Recreation Board's recommendation to hire Rebecca Rohrbaugh as the returning Director of the Summer Playground Program, \$16.00/hour, seconded by M. Shaver. Motion carried.
4. D. Young moved to provide \$700.00 of advanced funds to R. Rohrbaugh for the purchase of Summer Playground program supplies, seconded by M. Shaver. Motion carried.
5. The Board will pay Deb Smith \$15.00 per scheduled cleaning of the restrooms.
6. The Board has scheduled a Portable Potty for the month of April; the restrooms will be open beginning in May.
7. The Board would like the wording on the Park Usage Application to be changed from "required to requested", regarding the donation.

Solicitor's Report

1. Shrewsbury Township has requested an intergovernmental agreement from the Borough for street project work. M. Pokrifka provided a sample agreement for council to review. Due to the Intergovernmental Agreement Act, any intergovernmental agreements must be adopted by ordinance. D. Young moved to authorize the solicitor to review the Act and investigate the addition of other provisions to the ordinance prior to advertising and adopting, seconded by M. Shaver. Motion carried.
2. The solicitor has requested comments regarding the Indemnification Agreement for the Statue.
3. The solicitor provided a sample copy of the bid document for refuse and recycling collection; council should review for discussion during the next Council meeting.
4. M. Pokrifka reviewed the Rental Ordinance DCR form with the Police Commission's Attorney, Peter Ruth. Attorney Ruth and Chief Boddington agreed to use the current DCR Form.
5. The solicitor will prepare resolutions for Council members to refuse/accept their pay for 2015.

*J. Brenneman arrived for the meeting at 7:50 PM.

6. M. Pokrifka reviewed Kim Erdman's service agreement for 2015; she stated that Glen Rock Borough should be named as other insured on his certificate of liability insurance.
7. The solicitor requested more time to review the codification of ordinances.
8. The tax collector's request to increase his fee from \$3.00 to \$5.00 for duplicate tax bills must be approved by Ordinance and will not take effect until the next election.

Borough Engineer's Report

1. J. Brenneman requested an update regarding the trees along Hanover Street sidewalk. The Borough received two quotes to remove two large and three small pine trees, \$1352 and \$2500. The Borough will mail a letter to the owners of 208 and 210 Hanover Street, notifying them of their responsibility to remove the trees.
2. Mark Clark is currently working on bid specs for Water Street storm water project; he hopes to have project ready for bidding in May, 2015.

3. J. Brenneman asked Council about applying for an ARLE Grant. Applications may be submitted June 1 – 30, 2015 and there is no match or limit to available funding. M. Shaver moved to authorize J. Brenneman to apply for an ARLE Grant, seconded by D. Young. Motion carried.
4. D. Young moved to authorize J. Brenneman to lead the submission of a recreation grant application to DCED, seconded by V. Ribeiro. Motion carried. Council proposed keeping the original swing set structure, and adding an ADA Accessible swing.
5. R. Gotwols, COO for Steam into History, submitted a draft proposal for a track upgrade in Glen Rock Borough for a cost of \$15700.00. Council discussed and stated that any railroad costs would be Steam into History's responsibility.

Work Supervisor's Report

1. Glen Rock Borough borrowed 75 tons of salt from Penn DOT because the Borough ran out of salt; the Borough will have to return 75 tons of salt to Penn DOT during the 2015 – 2016 Snow Season.
2. The WS requested permission to purchase a 30 gallon drum of Neutralizer for approximately \$450, to clean the trucks and try to prevent rust. Council approved this purchase.
3. Council discussed patching the street crack in front of 46 Glen Avenue. Council does not know if the crack in the road is the cause of water in the basement of this same location. The Borough plans to patch the crack in early April, 2015.

No Mayor's Report

Secretary's Report

1. Statement of Financial Interest forms must be filed with the Borough by May 1, 2015.
2. The Borough received a letter from Keith Gilbert, 8 Holly Lane, who is requesting the Borough to install a dusk to dawn light for the lower level of Holly Lane. Holly Lane is not an adopted Borough road. Council indicated that the installation of this type of light would be the homeowner's responsibility.
3. Reilly Sweeping's proposal for street sweeping is \$1808 for two days, including one way travel each day from Lancaster. The WS stated he will accomplish as much as he can within the two days. D. Young moved to approve Reilly Sweepings proposal, using Liquid Fuel Funds to pay for the Borough's street sweeping this year, seconded by J. Diehl. Motion carried.
4. The owner of 230 Hanover Street submitted a letter and fees to obtain a Chicken Permit. D. Young moved to approve a chicken permit for William Fallon, 230 Hanover Street, seconded by V. Ribeiro. Motion carried.
5. Glen Rock Borough received a thank you from the South Central York County Senior Center for the Borough's annual donation of \$500.00 to provide activities for the increasing senior center population.
6. The secretary informed Council that the Borough's application for PA's 2014 Green Light-Go program was approved. The secretary requested a motion for authorization to send an acceptance letter to Penn DOT, Bureau of Maintenance and Operations. D. Young moved to authorize the secretary to send an acceptance letter to Penn DOT, Bureau of Maintenance and Operations, seconded by M. Shaver. Motion carried. The secretary also requested a motion to authorize the vice-president, Ben Wetzel, to sign the grant agreement and complete as necessary. M. Shaver moved to authorize Ben Wetzel to sign the 2014 Green Light-Go grant agreement and complete as necessary, seconded by J. Diehl. Motion carried.
7. A brief rental update was provided. Currently there are 318 rental units. The Borough must send out at least five Notices of Violation for non-compliance with the Rental Ordinance.

8. The Tax Collector and Secretary are comparing records to ensure compliance with Per Capita Tax records.
9. A borough resident who rents his property and does not have renters' insurance is interested in reserving the park pavilion. May he reserve the pavilion? Council/the solicitor responded that he must sign the indemnification agreement and then he may reserve the pavilion.

Building/Property Report

1. Quotes were obtained for service agreements for the Fire Protection System for the basement of the Neuhaus Building. After review of the written quotes, M. Shaver moved to approve the fire protection system inspection agreement from Sentry Fire Protection Inc and accepted Sentry's quote of \$526.00 for repairs to the fire sprinkler system, seconded by J. Diehl. Motion carried.

Special Projects Report

1. J. Diehl requested information regarding the use of a dumpster for festival trash; the secretary will contact Republic Services.
2. The Borough obtained an insurance quote for event liability insurance from Burns & Wilcox, LTD at a cost of \$1425.00 for the GR Arts & Brew Fest on May 30, 2015. V. Ribeiro moved to accept the event insurance quote from Burns & Wilcox, LTD at a cost of \$1425.00 for the GR Arts & Brew Fest on May 30, 2015, seconded by D. Young. Motion carried.
3. J. Diehl reminded Council of the Spring Clean up dates, April 11 and 25, 2015, 8am - Noon.
4. Glen Rock Borough is now on Facebook, as a way to share information. The account will be managed by designated administration.
5. D. Young provided an update on managing the Borough's website. The HTML platform is time consuming to update. D. Young is requesting the Borough consider obtaining a website spruce up from a pro. Comments and/or concerns should be sent to D. Young.

No Personnel or Ordinance/Refuse Report

Finance Report

1. B. Wetzel presented the invoices over \$500.00 for payment through the General Fund. J. Diehl moved to pay the following invoices over \$500.00, using the General Fund, seconded by V. Ribeiro:

a. CGA Law Firm	\$ 1124.58
b. James R. Holley & Associates, Inc.	2823.30
c. PSAB Municipal Retirement Trust	10568.00

 Motion carried.

M. Shaver moved to adjourn the meeting at 9:37 P. M., seconded by V. Ribeiro. Motion carried.

Respectfully submitted,

Ann E. Merrick
Secretary/Treasurer