

**GLEN ROCK BOROUGH
COUNCIL MEETING
April 20, 2016**

Present:	Council Members:	Rollin Apgar Jeremy Diehl Adam Rettig Victoria Ribeiro Benjamin Wetzel Doug Young
	Borough Engineer:	Jason Brenneman, P.E.
	Solicitor:	Michelle Pokrifka
	Mayor:	John Trout
	Work Supervisor:	Ronald McCullough, Jr.
	Secretary:	Ann Merrick
	Visitors:	Five visitors

The meeting was Called to Order at 7 P.M. by Council President B. Wetzel beginning with the pledge to the flag.

No Public Comment

Agenda

1. Lee Hoffheins, Tax Collector: Mr. Hoffheins discussed YC Board of Commissioners' letter about with their intention to turn over billing, maintenance and administration of the per capita tax rolls to municipalities. This change would be made in July, 2016. For GR Borough, per capita taxes generate approximately \$13,000 per year. Mr. Hoffheins will gather information regarding printing costs for generating the bills and tax duplicate and will update Council during the May meeting. He asked Council for a decision by August, 2016.
2. Warren/Lucy Cadwallader, resident/owner of 176 Hanover Street: Mr. and Mrs. Cadwallader asked for information regarding the following matters: rules regarding drones, increased traffic on Hanover Street, and more attention for blighted properties. Council discussed all items; air space is regulated by FAA and Glen Rock does not have any rules regarding drones. Council discussed their concerns with increased traffic on Hanover Street, vehicles turning right on red at signal light and trucks on Church Street; Mayor Trout will ask police to address these areas. If Borough Ordinances are being violated, Council will address the matters.
3. Jennifer Allen, New Freedom Recreation Council: Ms. Allen suggested developing an App, which would provide a central location for activities/events in all southern communities and initially is requesting Council's support.

Borough Engineer's Report

1. J. Brenneman stated that paperwork is being finalized with the contractor for the CDBG Hanover Street Curb & Sidewalk project. GR Water & Sewer has almost completed Hanover Street updates. The engineer will contact Columbia Gas again, to coordinate work schedules.
2. The engineer received one bid for the Rexwood Drive micro-surfacing project from Stewart & Tate, for a cost of \$65,105.00. Shrewsbury Township is interested in micro-surfacing Fair School Road

and will contact Stewart & Tate to coordinate. J. Diehl moved to accept Stewart & Tate's bid, seconded by D. Young. Motion carried. J. Diehl moved to award the bid to Stewart & Tate for a cost of \$65,105.00, seconded by D. Young. Motion carried. This work will be completed by the end of August, 2016. D. Young moved to use a portion of Liquid Fuel Funds to pay for the Rexwood micro-surfacing project, seconded by R. Apgar. Motion carried.

3. J. Brenneman will provide an update for the Ridge Avenue road overlay during the May meeting.
4. Council discussed the procedure for dumping/storing street cut materials with the engineer. J. Brenneman informed Council that a written E & S Plan must be in place for more than one acre of earth disturbance. With no place to dump old blacktop from Borough projects, the Borough has a pile of blacktop stored outside of the Maintenance Building. The Work Supervisor will contact York Building Products about possibly regrinding the blacktop. J. Brenneman also explained that street sweeping materials must be tested before dumping at a landfill. Council asked the WS to ask whether Stewart & Tate would be willing to haul the materials away for the Borough.

*J. Brenneman left the meeting at 7:46 P. M.

Work Supervisor's Report

1. Street Sweeping is scheduled for April 27 and 28, weather permitting.
2. WS has begun ordering signs designating the Snow Emergency Routes.
3. Maintenance has begun grass mowing.
4. WS stated that he plans to complete line painting prior to GR Arts & Brew Fest, weather permitting.
5. Line painting at the park will be completed this summer.
6. Council discussed current placement of the dumpster at the park. The Recreation Board has requested placement of a concrete pad, to be located next to the blacktop parking lot, for placement of the dumpster. The WS will do the work; the Recreation Board will pay for materials.
7. The Recreation Board has also requested prices of concrete parking blocks; the WS will obtain prices
8. WS is looking for a new approved DEP site for dumping leaves; Spoutwood Farm may be interested.
9. The Borough will begin to investigate for possible locations of roosters, beginning with Hill Street and Terrace Heights.
10. Council asked about several unregistered vehicles parked near the Maintenance Building on Junior Street. WS stated that two of the vehicles will be used shortly for fire training.

Mayor's Report

1. Glen Rock Cub Scout Pack 48 will be receiving Cub Pack of the Year from PA Dept of American Legion. The Award presentation is planned for June 4, 9:30AM at the GR American Legion.

GR Recreation Board Report

1. D. Young moved to provide \$700.00 of advanced funds to R. Rohrbaugh for the purchase of Summer Playground program supplies, seconded by R. Apgar. Motion carried.
2. Glen Rock's 5K-9 event has a website: www.glenrockbarkforthe park.com. The event committee recommends entering a contract with IM Athlete to organize the registration process for the 5K Run. D. Young moved to authorize the solicitor to review the IM Athlete contract, seconded by R. Apgar. Motion carried. The committee plans to use an indemnification/waiver similar to the document used for the GR Arts & Brew Fest.

3. D. Young has contacted DCED regarding the park grant; no meetings are scheduled for the Commonwealth Financing Authority at this time.
4. Council discussed contacting the owners of ten acres of land located between the park and Colonial Meadows development for possible purchase.

*R. McCullough left the meeting at 8:14 PM.

Approval of Minutes

1. Council amended the March 16, 2016 minutes as follows: page 1, #1 of the Agenda, last sentence to be removed and replaced with: The solicitor suggested Mr. LaGrange contact his insurance company and file an appeal if necessary. D. Young moved to approve the March 16, 2016 Council Meeting Minutes, amending page 1, #1 of the Agenda, removing the last sentence and replacing with "The solicitor suggested Mr. LaGrange contact his insurance company and file an appeal if necessary, seconded by R. Apgar. Motion carried.

GR Arts & Brew Fest Report

1. The website has been updated; Ream Printing has donated the printing of posters and brochures. A company with home brew supplies would like to link up with GR Arts & Brew Fest. V. Ribeiro moved to authorize the solicitor to review potential contract with home brew company, seconded by A. Rettig. Motion carried.

Police Commission's Report

1. The new formula committee has one more meeting to decide what formulas will be presented for consideration by each municipality.

Announcements/Vacancies

1. GR Planning Commission has one vacancy.
2. President B. Wetzel announced he is moving outside the Borough and is resigning from Council effective June 30, 2016. Council discussed posting the vacancy on both the website and Facebook, accepting written letters of interest immediately.

Solicitor's Report

1. The solicitor provided a copy of the Certificate of Liability Insurance for the GR Athletic Association.
2. The solicitor requested a copy of the original Keystate Publishers contract for Codification of the Borough's Ordinances. General Code is concerned that there may be some missing chapters. The solicitor will try to schedule a meeting with General Code.
3. The solicitor informed Council that there is no legal reason for the Borough to file an objection to the Notice of rule to show cause. For properties with municipal liens, if the property is sold at a Tax Sale, the liens are paid; if the property is not sold, the liens are cleared. The Judicial Sale is scheduled for June 2, 2016. Council discussed purchasing the property listed as Baltimore & Manchester St. The solicitor will inquire about the costs involved with this type of purchase.

Zoning Officer's Report

1. South Penn Code Consultants submitted an invoice for Feb/March, 2016 totaling \$1675.00. Included in these costs is general administration set up, answering phone call and email questions

from residents and issuance of one Building and Zoning Permit. Council asked the secretary to schedule a meeting with Keith Hunnings to discuss his billing process.

Secretary's Report

1. A. Merrick requested a motion to authorize the payment of \$8000.00 to GR Rec Board as budgeted. R. Apgar moved to authorize the payment of \$8000.00 to GR Rec Board as budgeted, seconded by D. Young. Motion carried.
2. A. Merrick requested a motion to transfer \$5000.00 from Rental Fund to General Fund to pay upcoming Borough Expenses. R. Apgar moved to transfer \$5000.00 from Rental Fund to General Fund to pay upcoming Borough Expenses, seconded by J. Diehl. Motion carried.
3. A. Merrick requested a motion to authorize Glen Rock Fire Police and members of the volunteer fire company for some and/or all non-emergency events planned for Glen Rock Borough, Red Lion Borough and Springfield Township. D. Young moved to authorize Glen Rock Fire Police and members of the volunteer fire company for some and/or all non-emergency events planned for Glen Rock Borough, Red Lion Borough and Springfield Township, seconded by V. Ribeiro. Motion carried.
4. A. Merrick requested a motion for authorization to request Fire Police assistance from Loganville/Jacobus/Dallastown Borough's Fire Companies for GRB Events. V. Ribeiro moved for authorization for the Borough to request Fire Police assistance from Loganville/Jacobus/Dallastown Borough's Fire Companies for GRB Events, seconded by D. Young. Motion carried.
5. The Secretary reminded Council to file their Statement of Financial Interest forms by May 1.
6. The 2015 Audit was filed with the State prior to the deadline; however printed copies are not ready for distribution.
7. A. Merrick requested a motion to authorize payment of Minimum Municipal Obligation (MMO) for fulltime employees of \$10,792 for pension. D. Young moved to authorize payment of Minimum Municipal Obligation (MMO) for fulltime employees of \$10,792 for pension, seconded by J. Diehl. Motion carried.
8. A. Merrick requested a motion to transfer \$125,000.00 from General Fund to Reserve Fund for highest yield of interest. R. Apgar moved to transfer \$125,000.00 from General Fund to Reserve Fund for highest yield of interest, seconded by A. Rettig. Motion carried.
9. A. Merrick explained concern of residents of 124 Church Street currently requiring a ramp to enter/exit home; their permit was denied because they do not meet zoning setbacks. SPCC directed the owners to apply for a variance with the Zoning Hearing Board. Council discussed whether there is a provision in the Borough's Zoning Ordinance for construction of a temporary structure, in this case a ramp. The Borough's Zoning Ordinance does not offer this provision.

Special Projects Report

1. Spring Clean up is scheduled for April 23, 2016, 8am – Noon.

No Building and Property Report

No Personnel Report

No Public Safety Report

No Ordinance/Refuse Report

Finance Report

1. B. Wetzel 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 \$ 885.00
 - b. H. Lee Hoffheins 737.66
 - c. James R. Holley & Associates, Inc. 2121.32
 - d. Peoples Bank Credit Card 925.00
 - e. V. L. Tracey 1897.50Motion carried.
2. D. Young reminded that \$20,000 has been budgeted for replacing the leaking windows at the library and \$3000 is budgeted for painting the North side of the Neuhaus Building.

No Public Comment

President's Report

1. President Wetzel discussed the results of his conversation with Mr. Corney, regarding the playing of Taps each evening. Mr. Corney has removed the guts from the speaker facing 115 Glen Avenue.
2. The secretary briefly discussed enrolling in the use of an app called Accept Pay It as a way of accepting credit card payments for the Borough; this app scans the credit card but does not use a dongle. Several Council members expressed concerns and would like the Borough to use a system that has a dongle capability.

R. Apgar moved to adjourn the meeting at 10:09 P. M., seconded by V. Ribeiro. Motion carried.

Respectfully submitted,

Ann E. Merrick
Secretary/Treasurer