

**GLEN ROCK BOROUGH
COUNCIL MEETING
February 17, 2016**

Present:	Council Members:	Rollin Apgar Jeremy Diehl Victoria Ribeiro Richard Shiles Benjamin Wetzel Doug Young
	Borough Engineer:	Jason Brenneman, P.E.
	Solicitor:	Michelle Pokrifka*
	Work Supervisor:	Ronald McCullough, Jr.*
	Secretary:	Ann Merrick
	Visitors:	Two residents and Chief Boddington

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. John Hufnagel: resident, 43 Cottage Avenue
Mr. Hufnagel provided a photo of Cottage Avenue/ Hill Street and shared his concern about vehicles parking illegally and sometimes blocks the roadway along Cottage Avenue/Hill Street.

*M. Pokrifka arrived for the meeting at 7:04 P.M.

Chief Boddington provided an update about SRPD's response to this parking concern. Chief Boddington asked that any problems with parking be reported directly to SRPD.

Borough Engineer's Report

1. Council discussed micro-surfacing estimates for Rexwood Drive: Hanover Street to Highstone Drive, in Shrewsbury Township, \$12,000; Highstone to cul-de-sac, \$51,000, and Wyndham Lane, \$6500. J. Brenneman estimates the cost of material to be \$4.00 per square yard. V. Ribeiro moved to authorize James R. Holley and Associates to prepare Bid documents for micro-surfacing Rexwood Drive, seconded by R. Shiles. Motion carried.
2. J. Brenneman stated the CDBG Hanover Street Curb & Sidewalk project will go out to bid for approval during the March meeting.
3. J. Brenneman provided an overview of 20 Church Street clogged sewer pipe. The property owner's contractor, Roto Rooter, thinks the pipe is broken in the street. GR Water & Sewer Authority has hired Mr. Rehab to video both sewer laterals for this property. The Borough engineer would like to be present for this video to represent the Borough in this matter. R. Shiles moved to authorize the Borough Engineer to represent the Borough when Mr. Rehab completes video of sewer pipe at 20 Church Street, seconded by R. Apgar. Motion carried.
4. The secretary asked if the Borough Engineer could color code the Borough Street map.

J. Brenneman said the street map could be color coded. Council discussed which version of the Zoning Map is correct. The secretary was asked to call YCPC to verify which zoning map is official map.

5. The engineer has not received any response for approval for ARLE Grant.

Announcements/Vacancies

1. GR Planning Commission has one vacancy.
2. GR Recreation Board has one vacancy.

GR Recreation Board Report

1. The Board is trying to recruit a new member.
2. Recreation Board is planning a Five K-9 Dog Run and Event for September 24, 2016 to benefit the Dog Park.
3. The Recreation Board updated the ADA Plan for the park.
4. Parking Lot painting is planned for spring, 2016.

Approval of Minutes

1. D. Young moved to approve the December 16, 2015 Council Meeting Minutes, seconded by V. Ribeiro. Motion carried.
2. J. Diehl moved to approve the January 4, 2016 Reorganizational Council Meeting Minutes, seconded by V. Ribeiro. Motion carried.
3. R. Shiles moved to approve the January 12, 2016 Special Meeting Minutes, seconded by J. Diehl. Motion carried.

GR Arts & Brew Fest Report

1. March 1, 2016 is the next meeting date. The Committee continues to make progress toward festival preparations.
2. GR Borough's Spring Clean the Stream event is planned for April 23, 2016.
3. The Rain Garden needs landscaped/cleaned up prior to the GR A&B Fest. The secretary will gather bids.

Police Commission's Report

1. A sub-committee of the Police Commission will meet every two weeks to work on a new formula, beginning March 1. These meetings will be open to the public. Patrol hours will determine the final cost for each member. All municipalities/members/organizations using SRPD will pay the same hourly rate for services.
2. SRPD has been completing Disruptive Conduct Reports.

Solicitor's Report

1. The solicitor reviewed the 2016 Consortium Contract with Wellspan Occupational Health. D. Young moved to authorize the secretary to sign the 2016 Consortium Contract with Wellspan Occupational Health, seconded by R. Apgar. Motion carried.
2. The solicitor prepared a Resolution to appoint two Council members as the voting members to Regional Stormwater Consortium. V. Ribeiro moved to adopt the resolution appointing R. Shiles as member and B. Wetzel as the alternate to regional stormwater consortium, seconded by R. Apgar. Motion carried.

3. The solicitor prepared Resolution 2016 – 3, a resolution accepting the waiver of compensation from the Mayor. The mayor did inform the Borough Office that he wanted to waive his compensation. D. Young moved to adopt Resolution 2016 – 3, seconded by R. Apgar. Motion carried.
4. M. Pokrifka suggested having Keller-Brown review South Penn Code Consultants' and CCIS agreements. The solicitor will email agreements to Keller-Brown and once approved, will provide signed copies to the Borough.
5. M. Pokrifka provided a copy of Ordinance 484 (2016 – 1), an ordinance regulating the traffic and parking of vehicles during periods of winter storm emergencies, prohibiting the dumping, shoveling, pushing or placement of any snow or ice into the public highways and streets and prescribing penalties for violations, for final review, prior to advertising and adoption. The Borough's Codification process has been halted due to the death of Ken Rotz, owner and president of Keystone Publishing. No refund is available. The solicitor will contact new codification companies. V. Ribeiro moved to advertise Ordinance 484 (2016 – 1), seconded by J. Diehl. Motion carried.

Work Supervisor's Report

1. President B. Wetzel discussed necessary repairs to the 2003 and 2008 F-550 Ford dump trucks. The 2003 truck plow frame broke during a driver accident during the January Snow storm and was repaired immediately. The 2008 truck has been in limp mode due to error codes related to emissions. Two quotes were obtained to repair the 2008 truck:
 - a. Quinn's - \$10, 015
 - b. Beasley Ford - \$18,000.

*R. McCullough, Jr. arrived for the meeting at 8:50 P.M.

The quotes are accurate and for the exact same work. The repairs to the 2003 truck may be eligible for reimbursement through FEMA. Council asked whether the damage to the 2003 truck could be covered by insurance. The secretary was asked to contact Keller-Brown. V. Ribeiro moved to repair the 2008 truck at Quinn's as per their quote of \$10, 015, seconded by R. Shiles. Motion carried.

2. The Work Supervisor discussed ways to improve snow plowing and cleanup in the future. All equipment and drivers were used to plow and cleanup snow.

Secretary's Report

1. A. Merrick requested a motion to transfer \$916.73 from General Fund to GR Recreation Fund; funds were donated for the Dog Park. D. Young moved to transfer \$916.73 from General Fund to GR Recreation Fund, for the Dog Park, seconded by R. Apgar. Motion carried.
2. A. Merrick requested a motion to authorize the payment of \$322.92 to GR EMS, Inc. from collected 2015 Fire/Emergency Services Taxes. D. Young moved to authorize the payment of \$322.92 to GR EMS, Inc. from collected 2015 Fire/Emergency Services Taxes, seconded by J. Diehl. Motion carried.
3. DEP approved the Borough's Act 101 Recycling Program Performance Grant in the amount of \$1189.00, 143.2 tons recycling for 2013.
4. William King, 132 Church Street, is requesting a Chicken Permit and has submitted the Chicken Permit fee of \$25.00. V. Ribeiro moved to approve the request of Mr. King, 132 Church Street, for a Chicken Permit, seconded by J. Diehl. Motion carried.

5. A. Merrick requested a motion to transfer \$50,000 from Money Market Reserve Fund to General Fund to help pay for first quarter 2016 expenses. R. Shiles moved to authorize the transfer of \$50,000 from Money Market Reserve Fund to General Fund to help pay for first quarter 2016 expenses, seconded by R. Apgar. Motion carried.
6. The secretary passed out Statement of Financial Interest forms and stated they are due by May 1.
7. A. Merrick completed the Salt Contract Participation Agreement with Department of General Services COSTARS Program for Aug 2016 – July, 2017 Snow Season. GR must purchase 120 tons of salt and can purchase up to 280 tons of salt. Currently for 2015 – 2016 Snow Season GR has used/ordered approx 250 tons.
8. Council discussed their options for Animal Control Officer for 2016. Council is requiring monthly reports from the officer. R. Shiles moved to sign an agreement of services from Kim Erdman, requiring the receipt of monthly reports, seconded by R. Apgar. Motion carried.

Building and Property Report

1. R. Shiles reported that the Library Board is concerned about the safety for ADA individuals, as they try to access the Neuhaus Building entrance doors. The only door that opens is the entrance door on the right and it opens toward the ramp. The Library Board is requesting repair/replacement to the entrance doors due to accessibility issues.

Southern York County Planning Commission

1. The SYC Comprehensive Plan will be updated in 2017.

Special Projects Report

1. Ruins Park is holding a Pickers Market on Saturday May 14; that same day, GRB will hold their Community Yard Sale.

Personnel Report

1. A question was raised about how many consecutive hours an employee may work. The solicitor replied that although there may not be specific labor laws for adults, the Borough should have a policy for seasonal employees. There are specific requirements for drivers of CDL vehicles, but none of the Borough vehicles require CDL license to drive. Council discussed that it's best to have a plan in place for an upcoming event.

No Public Safety/Ordinance and Refuse Reports

Finance Report

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

a. B. Taylor Paving	\$ 1560.00
b. Douglas Equipment & Supply	607.00
c. James R. Holley & Associates, Inc.	3133.35
d. Springfield Contractors Inc.	7079.50
e. Quinn's Repair & Fabrication	6549.94
f. Service Tire Truck Centers	629.49

Motion carried.

No Public Comment

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

Respectfully submitted,

Ann E. Merrick
Secretary/Treasurer