

**GLEN ROCK BOROUGH
SPECIAL MEETING
January 12, 2016**

Present:	Council Members:	Rollin Apgar Jeremy Diehl Adam Rettig Victoria Ribeiro Richard Shiles Benjamin Wetzel Doug Young
	Solicitor:	Michelle Pokrifka*
	Secretary:	Ann Merrick
Absent:	Mayor:	John Trout

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

Council President B. Wetzel opened the floor for nominations for the position of Vice President. V. Ribeiro nominated R. Apgar; R. Apgar accepted nomination; vote was unanimous in favor of this nomination.

*M. Pokrifka arrived for the meeting at 7:03 P. M.

Solicitor's Report

1. M. Pokrifka stated that Adam Rettig must chose whether he wishes to serve on Borough Council or whether he wishes to be Glen Rock Borough's Constable; he may not serve in both capacities.
A. Rettig stated he is interested in serving on Borough Council and will withdraw as the Constable.

Borough Policies

1. Appointment of a Borough Resident to Chair of Vacancy Board: R. Shiles moved to appoint Warren Cadwallader as Chairman of the Vacancy Board, seconded by J. Diehl. Motion carried.
2. Appointment of a Council Member as Chair Pro Tem, to preside in the absence of the President and Vice-president: V. Ribeiro moved to appoint Doug Young as the Chair Pro Tem, seconded by R. Apgar. Motion carried.
3. Appointment of alternate to the Southern Regional Police Commission: R. Shiles moved to appoint Larry E. Flemmens as the alternate to the Southern Regional Police Commission, seconded by R. Apgar. Motion carried.
4. Appointment of GRB Representative to the Police Commission's Civil Service Commission: Council discussed but no one was appointed.
5. Appointment of Animal Control Officer: Council expressed frustration with lack of details or costs available. Council suggested contacting the SPCA and/or Game Warden for possible names. The secretary will gather information and email to Council.
6. Service Agreements with South Penn Code Consultants (SPCC) and Commonwealth Code Inspection Service, Inc. (CCIS): The solicitor expressed some concerns related to both service agreements and would like to revise/discuss directly with Keith Hunnings and CCIS. V. Ribeiro

moved to approve SPCC and CCIS agreements with a few changes and authorize the solicitor to contact Keith Hunnings to make changes, seconded by R. Apgar. Motion carried

Solicitor's Report continued

2. M. Pokrifka reported that York County has an Appeals Board, with experts serving as members and suggested that Council consider using YC for appeals. The YC Appeals Board is an arm of the YCPC.
3. D. Young moved to approve the GR Recreation Board By-Laws as amended, seconded by V. Ribeiro. Motion carried.
4. M. Pokrifka prepared Resolution 2016 – 4, appointing Anne Creamer to the Recreation Board for a three year term, January 2016 through December 31, 2018. D. Young moved to adopt Resolution 2016 – 4, seconded by J. Diehl. Motion carried.
5. D. Young discussed an amendment to the Borough Code which allows Council members to participate in Council meetings by using a telecommunication device. M. Pokrifka prepared Resolution 2016 – 5, to allow participation and voting by telecommunications' device for Council members. V. Ribeiro moved to adopt Resolution 2016 – 5, seconded by R. Apgar. Motion carried.
6. M. Pokrifka presented Resolution 2016 – 2, accepting Borough Council members' waiver of compensation. R. Apgar moved to adopt Resolution 2016 – 2, seconded by V. Ribeiro. Motion carried.
7. M. Pokrifka presented Resolution 2016 – 3, accepting the Mayor's waiver of compensation. Since the Mayor was not present, a decision will be discussed during the February Council meeting.
8. The LCB is trying to schedule the GR Mill Inn's hearing the week of February 8, 2016; the secretary needs to contact GR EMS, Inc, to reserve the meeting room.
9. M. Pokrifka requested a motion to adopt Resolution 2016 – 6, South Penn Code Consultants and Commonwealth Code Inspection Services' Fee Schedules. R. Apgar moved to adopt Resolution 2016 – 6, seconded by V. Ribeiro. Motion carried.

Secretary's Report

1. D. Young moved to authorize A. Merrick to attend a Street Light Conference on February 19, 2016, seconded by R. Shiles. Motion carried.
2. The secretary requested a motion to approve the November 18, 2015 Council meeting minutes. B. Wetzel moved to approve the November 18, 2015 Council meeting minutes, seconded by R. Shiles. Motion carried.
3. Southern Regional Police provided copies of Disruptive Conduct Reports. The Borough Office must mail letters to tenants and landlords within thirty days of receiving the DCR's.
4. The secretary requested reimbursement of \$111.50 to Barry Lutz, 136 S. Walnut Street, for a permit application that was terminated due to medical emergency by the applicant. R. Shiles moved to reimburse \$111.50 to Barry Lutz, seconded by R. Apgar. Motion carried.
5. Council discussed personnel matter regarding use of sick time. If fulltime employees schedule doctor's appointments during regular work hours, the employees must use accrued sick time for the appointment or may work extended hours to make up the time missed by the appointment.
6. The secretary requested a motion to pay Code Administrators Inc for Invoice 17529, for 64 Rental Inspections completed in December, 2015. V. Ribeiro moved to pay CAI's Invoice # 17529, seconded by R. Apgar. Motion carried.

Police Commission Report

1. As per the final 2016 Budget, Glen Rock's cost without Stewartstown's buy-in is \$245,939. Glen Rock Borough will be paying \$57658.00 per quarter or \$230,632 in 2016 for Police coverage. This cost is a 5.75% increase.
2. Council discussed the need to appoint someone to the Civil Service Commission. V. Ribeiro nominated Rollin Apgar as the Borough's Civil Service Commission representative, seconded by J. Diehl. Motion carried.

Finance Report

1. V. Ribeiro moved to authorize payment of \$57658.00 to Southern Regional Police Commission when invoice is received, seconded by R. Apgar. Motion carried.

R. Apgar moved to adjourn the meeting at 8:25 P. M., seconded by R. Shiles. Motion carried.

Respectfully submitted,

Ann E. Merrick
Secretary/Treasurer