

**GLEN ROCK BOROUGH
COUNCIL MEETING
January 18, 2017**

Present:	Council Members:	Rollin Apgar	Victoria Ribeiro
		Adam Rettig	Doug Young
	Solicitor:	Michelle Pokrifka	
	Mayor:	John Trout	
	Secretary:	Ann Merrick	

The meeting was Called to Order at 7:01 P.M. by Council President D. Young beginning with the pledge to the flag.

No Public Comment

Agenda

1. SRPD Officer Jesse Lawrence provided copies of October through December, 2016 routine calls versus response calls and presented the results from the Speed Spy. The Speed Spy is a box that collects data including the speeds of vehicles. The data results indicate excessive speeding on Manchester Street, top speed being 61 mph. Council requested data for Church Street. Officer Lawrence said he would email the results to the Borough Office.

Old Business

1. Council President D. Young is waiting for a response from the LTAP engineer regarding traffic calming update.
2. Keith Godfrey expressed willingness to work with the Borough regarding an address change for his property currently addressed 61 – 69 Manchester Street. The Borough authorizes this address change and will need to provide written notice to 911, York County Mapping, Post Office and residents informing all of the change with an effective date.

Announcements/Vacancies

1. GR Planning Commission has two vacancies. R. Shiles term expired in November, 2016 and he is not interested in continuing to service. Adam Rettig expressed interest during the meeting to service on the GR Planning Commission. V. Ribeiro moved to appoint Adam Rettig to the GR Planning Commission with a term to expire December 31, 2020, seconded by R. Apgar. Motion carried.
2. YATB is requesting an update to Member Contacts and representatives/alternates for Board of Directors and TCC committees. V. Ribeiro moved to appoint Lee Hoffheins as the Borough's representative and Doug Young as the alternate for Board of Director and TCC committees, seconded by R. Apgar. Motion carried.
3. Richard Benfer has volunteered to remain as the Borough's representative for the Southern York County Regional Planning Commission.

Borough Engineer's Report

1. Council President D. Young reminded Council that the next CDBG Cycle is 2018 – 2020. Applications will be due in June, 2017. Council discussed possible paving, lighting, sidewalk and curb projects. V. Ribeiro mentioned that the GR Mill Inn is applying for a tourism grant, and is hoping to spark additional downtown partnerships. Council discussed possibly improving the lighting in downtown area or using funds for LED upgrades throughout the borough.

Solicitor's Report

1. M. Pokrifka spoke with Shrewsbury Township's attorney; Shrewsbury Township is agreeable to listing the Borough as additional insured on their policy and GR Borough Council is also agreeable to list Shrewsbury Township on our borough policy.
2. M. Pokrifka provided a final copy of the GR Hose & Ladder Lease agreement with the Borough for signatures.
3. M. Pokrifka recommended to Council to use more specific language for fees on the Fee Resolution and apply the same specific language to applicable ordinances as part of the Codification. For example, M. Pokrifka suggested removing the Administrative/Miscellaneous Fees from the fee resolution, to apply specific fees related to rentals, weeds, and nuisances. A. Rettig moved to authorize the solicitor to make adjustments to ordinances and update the Fee Resolutions for rentals, weeds and nuisance ordinances, seconded by R. Apgar. Motion carried. The solicitor will make separate Fee Resolution recommendations for building, zoning, and land development.

**Council recessed to Executive Session at 8:05PM to discuss previously requested appeal process and possible litigation.

**The Council meeting resumed at 8:25PM.

4. A. Rettig moved to withdraw the Council's request to file an appeal for recent District Justice decision, seconded by R. Apgar. Motion carried.
5. Penn Waste submitted a letter to the Borough requesting permission to change recycle collection service day from Friday to Tuesday effective Tuesday, February 28, 2017 and permission to change the current start time from 7am to 6am. Council discussed and agrees with changing the recycling pickup day but is not agreeable with changing the pickup time. V. Ribeiro moved to send a letter to Penn Waste expressing Council's agreement to change recycle collection service day from Friday to Tuesday effective February 28, 2017 but not agreeable to change the current start time from 7am to 6am, and will ask for Penn Waste to amend the contract with this addendum, seconded by R. Apgar. Motion carried.
6. The solicitor confirmed that the GR Arts & Brew Fest Funds account is using the Friends of Glen Rock Borough's EIN; this new account will operate under the non-profit status.

Approval of Minutes

1. R. Apgar moved to approve the December 21, 2016 Council Meeting Minutes, seconded by V. Ribeiro. Motion carried.

Recreation Board Report

1. The Board is requesting a cost estimate for stone from J. Brenneman, for the park project.

2. The Board plans to advertise for a Community Volunteer Day, in the end of February or early March, to complete backfilling the dirt and spreading mulch, weather permitting.
3. The Board is looking for guidance for Rules and Regulations signage for the Dog Park. V. Ribeiro volunteered to help the board members.
4. The Board plans to purchase padlocks to secure the Dog Park gates, until the signs are posted.
5. The Board has hired Rebecca Rohrbaugh again, for the Summer Park Program which will be held July 5 through 27, 2017, Tuesday, Wednesday and Thursdays.
6. The Board has hired Ryan Pugacewski, to continue as a seasonal employee.
7. Judy Flemmens will continue handling Park Reservations for the GRRB.
8. 5K9 Bark for the Park will be held on September 23, 2017.
9. The Board approved the GR Community Park's five year ADA Compliance Plan.
10. Anne Creamer and possibly Lauren Milliken will be attending a February 3 Grant Seminar.
11. V. Ribeiro mentioned that the GR Mill Inn is turning the organization of the Farmer's Market, held the first and third Sundays, May through October, in Ruins Park, to the GR Recreation Board.

Police Commission Report

1. Routine patrol versus response to calls information was provided to Council.
2. February 21, 7pm is the Commission's continuation meeting; Mr. Smeal will review his report/recommendations. All Council members are encouraged to attend.

Secretary's Report

1. The secretary requested a motion to transfer \$672.33 from the "In Lieu of Land Fee" Funds to the General Fund to reimburse the General Fund for expenses paid for the Veterans Memorial Park. R. Apgar moved to transfer \$672.33 from the "In Lieu of Land Fee" Funds to the General Fund to reimburse the General Fund for expenses paid for the Veterans Memorial Park, seconded by V. Ribeiro. Motion carried.
2. The secretary requested a motion to re-appoint Bart Glatfelter to another five year term on the GR Water & Sewer Authority, term beginning January 1, 2016 through December 31, 2021. R. Apgar moved to re-appoint Bart Glatfelter to another five year term on the GR Water & Sewer Authority, term beginning January 1, 2016 through December 31, 2021, seconded by A. Rettig. Motion carried.
3. The secretary requested a motion to re-appoint Jac A. Seitz to another five year term on the GR Water & Sewer Authority, term beginning January 1, 2016 and ending December 31, 2021. R. Apgar moved to re-appoint Jac A. Seitz to another five year term on the GR Water & Sewer Authority, term beginning January 1, 2016 and ending December 31, 2021, seconded by A. Rettig. Motion carried.
4. The secretary requested a motion to re-appoint C. Edward Long to another five year term on the GR Water & Sewer Authority, term beginning December 1, 2016 and ending December 31, 2021. R. Apgar moved to re-appoint C. Edward Long to another five year term on the GR Water & Sewer Authority, term beginning December 1, 2016 and ending December 31, 2021, seconded by A. Rettig. Motion carried.
5. The secretary requested a motion to re-appoint W. Richard Super to another three year term on the GR Zoning Hearing Board, term expiring January 31, 2020. A. Rettig moved to re-appoint W. Richard Super to another three year term on the GR Zoning Hearing Board, term expiring on January 31, 2020, seconded by R. Apgar. Motion carried.
6. Statements of Financial Interest are due May 1, 2017.
7. Kim Erdman, Animal Control Officer reported no activity for December, 2016.

8. South Penn Code Consultants completed 19 Rental Inspections, with one fail and 18 passing, during December, 2016.

Mayor's Report

1. Mayor Trout attended the final meeting for the Regional Emergency Management. The committee discussed and implemented some changes to the By-laws and Intergovernmental Cooperation Agreement including a more simple approach with contribution based on population only. Glen Rock Borough's costs to participate are \$320 for the first year and \$160 for the second and third years. A copy of the final draft will be emailed to the office, when it is available.
2. YC Dept of Emergency Services is holding an Elected Officials seminar on February 4, 2017, 9am – Noon, free, for new officials and Emergency Management Coordinators.

Personnel Report

1. Personnel Committee is updating the employee evaluation form.

Public Safety Report

1. R. Apgar presented a spec sheet and two quotes for Radar Speed displays. The Shield 12 is a durable, portable sign that meets the MUTCD minimum 12" digital size. The cost of one Shield 12 Display with power kit and shipping is \$3640. This display could be upgraded with Bluetooth capabilities, one year of web services and remote imaging management for a cost of \$4665. Council asked if the display is approved by Penn DOT and asked for references, to learn overall effectiveness. Council also asked whether there are any grants available to help cover the purchase cost. Other information needed includes the yearly cost to operate the Shield 12 Display and whether there are fees involved with software updates.

Building/Property Report

1. Mold/water damage remediation work is complete.
2. Lighting parts have been ordered for the Veterans Park.
3. Damage to the overhead door on the side of the Neuhaus Building was discussed. Council may withdraw the insurance claim. A. Rettig moved to withdraw the insurance claim for repairing the door from Selective Insurance, and accept the quote to repair the door for less than \$500 from Ben Druck Door Company, seconded by V. Ribeiro. Motion carried.

No Special Projects Report

Ordinance/Refuse Report

1. Council discussed that as part of the Rental Ordinance, non-payment of refuse, Water & Sewer and/or real estate taxes results in not issuing a Rental License. The Borough will enforce its ordinances.

Finance Report

1. D. Young presented the invoices over \$500.00 for payment through the General Fund. R. Apgar moved to pay the following invoices over \$500.00, using the General Fund, seconded by A. Rettig:

a. CGA Law Firm	\$ 3065.38
b. D.A.D. Construction	775.00
c. James R. Holley & Associates, Inc.	1554.41

d. Peoples Bank Credit Card 1015.40
e. South Penn Code Consultants LLC 1150.00

Motion carried.

2. The Auditor requested that the Fire/Emergency Services Tax funds be placed into a separate account. R. Apgar moved to approve separating the Fire/Emergency Services Tax funds into their own account, seconded by V. Ribeiro. Motion carried.
3. The GR Beautification Committee's budget is \$1400.00 for 2017. Members must provide receipts and/or invoices to receive payment.

No New Business

President's Report

1. President Young is working with Kate Klunk's office to obtain the Borough's outstanding Green Light Go grant funds.
2. DEP Storm Water Management has available funding for projects; President Young is meeting with Gary Peacock, WAY, on January 23, 1PM at the Borough Office to discuss possible projects.
3. Requests for copies for the Borough meeting should be requested at least one day before the meeting.
4. Council's Quarterly Meeting is scheduled on January 25, 2017, 7PM at the Borough Office.

No Public Comment

V. Ribeiro moved to adjourn the meeting at 9:42 PM, seconded by R. Apgar. Motion carried.

Respectfully submitted,

Ann E. Merrick
Secretary/Treasurer