

**GLEN ROCK BOROUGH
COUNCIL MEETING
March 15, 2017**

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

The meeting was Called to Order at 7:00 P.M. by Council President D. Young beginning with the pledge to the flag.

No Public Comment

Agenda

1. Lindy Sweeney, Candidate for District Justice introduced herself to Council.

*M. Pokrifka arrived for the meeting at 7:02 PM.

2. Bernard Wiggington, owner of Creekview Apartments, was not present for meeting but is concerned about the bike loop that is being discussed for the Ruins.

Old Business

1. D. Young informed Council that the next step for Traffic Calming for the Borough is to talk with Penn DOT and develop a Traffic Calming Policy.
2. The Borough will continue to work towards upgrading Street Lights to LED's.
3. The WS gave D. Young a tour of the Rockville Road property. There is no value to the building on the property. The Borough is considering selling or leasing the property, or selling off timber on the property. R. Apgar is researching any deed restrictions including when and why the deed was transferred to the Borough.

Announcements/Vacancies

1. GR Planning Commission has one vacancy.
2. GR Recreation Board has one vacancy. The borough received a Volunteer Form from Alexandra Collier-DeChristopher. Ali attended a Recreation Board meeting and expressed interest to join the Board. V. Ribeiro moved to appoint Alexandra Collier-DeChristopher to the GR Recreation Board, term ending December 31, 2018, seconded by R. Apgar. Motion carried.

Borough Engineer's Report

1. The engineer's notes were reviewed by Council President, D. Young. One hundred cubic yards of mulch is being delivered to the park on March 28; volunteers are needed for April 2 and 9 to spread mulch at the park.
2. The micro-surfacing on Rexwood Drive, completed in the fall of 2016, is cracked and falling apart. Stewart & Tate is aware of the problem; the Borough is looking for resolution from Stewart & Tate.

3. Applications for the 2018 – 2020 CDBG Grant Cycle are due on or before June 9, 2017, 4PM. Possible projects suggested for consideration include Hanover Street Curb & Sidewalk, Downtown Lighting, Codorus Creek Stream Wall, design/research of the bike loop off of Water Street. Council should be thinking about projects to submit for this grant cycle.

Solicitor's Report

1. Resolution 2017-2 was advertised. R. Shiles moved to adopt Resolution 2017 – 2, modifying addresses on a portion of Manchester Street to Pleasant Street, both in Glen Rock Borough, seconded by R. Apgar. Motion carried.
2. The Intergovernmental Agreement between Shrewsbury Township and Glen Rock Borough was discussed. The wording of the Intergovernmental Agreement may not have to be changed by Ordinance but by recommendation in the minutes for Shrewsbury Township and Glen Rock Borough.
3. Council discussed rental property violations; no inspection in 2016 will revoke the 2017 rental license.
4. The solicitor is still developing Fee Resolutions and would like to meet with Ordinance committee to discuss specifics.
5. The solicitor emailed a memo for SCEMA, regional EMA coordinator. R. Shiles moved to advertise the SCEMA Ordinance for adoption at the April Council Meeting, seconded by J. Diehl. Motion carried.
6. The GR Recreation Board would like the solicitor to review Dog Park rules. J. Diehl moved to authorize the solicitor to review the GR Recreation Board's Dog Park Rules, seconded by R. Apgar. Motion carried.

*M. Pokrifka left the meeting at 8:50 PM.

Approval of Minutes

1. R. Apgar moved to approve the February 15, 2017 Council Meeting Minutes, seconded by R. Shiles. Motion carried.

Recreation Board Report

1. Volunteers are needed to help spread mulch at the GR Park on April 1 and 9, 2017.
2. 5K9 Bark for the Park meetings will begin soon.
3. The park bathrooms were damaged sometime over the winter. The GR Recreation Board will re-key the bathrooms immediately. J. Diehl asked the secretary to contact Smith's Locksmith.

Police Commission Report

1. Chief Smeal's report and recommendations were reviewed by council. Some of the data was adjusted due to conflicting definitions. The Commission is talking about using PPU's. Glen Rock Borough continues on the path to withdraw.
2. President D. Young will ask Chief Bean and a representative from Southwestern Regional Commission to attend the April Council Meeting and will ask State Police to attend Council's Quarterly Meeting on April 26, 2017.

Secretary's Report

1. The Borough received an Animal Permit application from J. Litz, 106 Terrace Heights. Council discussed the application and decided to deny the permit in writing. V. Ribeiro moved to authorize

- the solicitor to send J. Litz, 106 Terrace Heights, a denial letter for his animal permit application, seconded by J. Diehl. Council members in favor of vote include J. Diehl, A. Rettig, V. Ribeiro, R. Shiles, and D. Young; R. Apgar opposed. Motion carried.
2. South Penn Code Consultants completed 11 Rental Inspections (10 – pass, 1 – fail) during February, 2017.
 3. Kim Erdman, Animal Control Officer reported setting cat traps near 10 New Street and addressing on-going dog on the loose issue at 124 Hanover Street for February, 2017.
 4. Dogs on Hayward Heights barking continuously; Council discussed sending the Animal Control Officer to investigate. V. Ribeiro moved to verify the barking and direct the animal control officer to enforce the ordinance with District Magistrate action as necessary, seconded by J. Diehl. Council members in favor of vote include J. Diehl, A. Rettig, V. Ribeiro, R. Shiles, and D. Young; R. Apgar opposed. Motion carried.
 5. The secretary requested a motion to transfer \$599.00 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. J. Diehl moved to authorize the transfer \$599.00 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 R. Shiles. Motion carried.
 6. The secretary requested a motion to transfer \$4000 from Rental Funds to the General Fund to pay upcoming expenses. R. Shiles moved to transfer \$4000 from Rental Funds to the General Fund to pay upcoming expenses, seconded by R. Apgar. Motion carried.
 7. A. Merrick requested a motion to authorize payment of Minimum Municipal Obligation (MMO) for fulltime employees of \$10,850 for pension. R. Apgar moved to authorize payment of Minimum Municipal Obligation (MMO) for fulltime employees of \$10,850 for pension, seconded by R. Shiles. Motion carried.
 8. A. Merrick requested a motion to authorize GR Fire Police to provide assistance for the Cancer Crushin’ Fun Run on April 2, 2017 in Springfield Township. R. Apgar moved to authorize GR Fire Police to provide assistance for the Cancer Crushin’ Fun Run on April 2, 2017 in Springfield Township, seconded by J. Diehl. Motion carried.
 9. The secretary requested a motion for the installation of a Handicapped Parking space near 12 Hanover Street. R. Shiles moved to approve the installation of a Handicapped Parking space near 12 Hanover Street, seconded by R. Apgar. Motion carried.
 10. Statements of Financial Interest are due May 1, 2017.

Work Supervisor’s Report

1. Parking blocks have been installed at the park.
2. WS removed old mulch and dirt from park grounds.
3. WS pulled the old backstop for installation of the new fencing.
4. WS has suggested the following priorities for paving projects:
 1. Circle Drive
 2. High Street, Church Street to Park Avenue
 3. Pleasant Street
 4. Hill Street
 Shrewsbury Township will measure and provide estimates.
5. Winter plowing went well; no equipment was damaged.

Mayor's Report

1. The Chief and Sheriff's Department have been contacted to help with the 2017 GR Arts & Brew Fest.

Personnel Report

1. The Borough will advertise for an assistant secretary, 10 – 15 hours per week.

Public Safety Report

1. R. Apgar reviewed the positive features of a Radar Speed display. This purchase is not part of the 2017 budget but may qualify for a Liquid Fuel Fund purchase. V. Ribeiro moved to approve the purchase of a smart radar speed sign using Liquid Fuel Funds if allowable and to review purchase if not an allowable Liquid Fuel fund purchase, seconded by R. Apgar. Motion carried.

Building/Property Report

1. R. Shiles requested to purchase up to \$500 of engraved bricks for the walkway of Veterans Park, to recognize contributors to the park.
2. R. Shiles is collecting more donations to replace tattered American and Military Flags. New American Flag and pole combination cost is \$40; new service flags and pole combination cost is \$48.00. The flags will be displayed from April through October of each year.
3. The Beautification Committee met on March 11, 2017 and developed the following Mission Statement: the committee strives to promote the beautification of the public areas within the Historic Glen Rock downtown area in order to foster a sense of community.
4. R. Shiles said he will purchase mugs for B. Wetzel and one for himself, for years of service on GRB Council.
5. R. Shiles shared that Bob Machovec has purchased the property next to his business on Baltimore Street.
6. R. Shiles requested a motion for purchasing the bricks for Veterans Park for the walkway and to spend \$100 to replace the flag at the park. V. Ribeiro moved to authorize R. Shiles to purchase up to \$500 of engraved bricks for the walkway of Veterans Park, to recognize contributors to the park and to spend \$100 to purchase a new flag, seconded by R. Apgar. Motion carried.
7. D.A.D. Construction has completed replacing and repairing the doors of the Neuhaus Building.
8. GR Library is now using Penn Mar to clean the library and restrooms.

Special Projects Report

1. J. Diehl is looking for a volunteer to take over the Clean the Stream event. He is busy organizing two mulching dates in early April. A suggestion was made to contact J. Corney to organize the event and put him in contact with Chelsea Kozak.
2. Glen Rock Borough wide Yard sale to be held on May 6 with Borough paying for the advertisement.

Ordinance/Refuse Report

1. Council discussed a driveway installed next to 1/3 Baltimore Street property. This driveway is not safe as the traffic on Manchester Street turning onto Baltimore Street cannot see the driveway. Council asked secretary to contact SPCC.

Finance Report

1. D. Young 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 V. Ribeiro:
 - a. CGA Law Firm: January, 2017 Invoice \$ 2013.00
Miscellaneous Collections 80.06
February, 2017 Invoice 1924.00
 - b. D.A.D. Construction 4100.00
 - c. James R. Holley & Associates, Inc. 679.00
 - d. Penn Waste, Inc. 992.00
 - e. South Penn Code Consultants LLC 1712.00Motion carried.
2. R. Shiles moved to pay Gregory Fink \$599.00 using the In Lieu of Land Fee Funds, seconded by V. Ribeiro. Motion carried.

New Business

1. A. Rettig announced that he will be moving out of the Borough, probably in June, 2017.

President's Report

1. GR Hose & Ladder is considering to purchase 35 Hanover Street

Public Comment

1. Stan Walters suggested looking into the website www.justserve.org, where volunteer needs of organizations are posted and volunteers may search for service opportunities.
2. Local Boy Scouts may need service projects; Glen Rock's troop is 48.

R. Apgar moved to adjourn the meeting at 9:46 PM, seconded by V. Ribeiro. Motion carried.

Respectfully submitted,

Ann E. Merrick
Secretary/Treasurer