

**GLEN ROCK BOROUGH
COUNCIL MEETING
May 18, 2016**

Present:	Council Members:	Rollin Apgar Jeremy Diehl Victoria Ribeiro Richard Shiles Benjamin Wetzel Doug Young
	Solicitor:	Michelle Pokrifka*
	Mayor:	John Trout
	Secretary:	Ann Merrick
	Visitors:	Four 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 researched potential printing costs of Per Capita Bills and duplicates. Current printing costs with York Mail Service are \$25; this cost may increase to \$35 for next year. Council is agreeable to take over the billing, maintenance and administration of Glen Rock Borough's Per Capita tax rolls. Mr. Hoffheins requested that Council adopt a resolution to increase the tax collector's duplicate tax bill fee from \$3.00 to \$5.00 effective January 1, 2018. R. Shiles moved to adopt Resolution 2016 – 12, to increase the tax collector's duplicate tax bill fee to \$5.00 effective January 1, 2018, seconded by V. Ribeiro. Motion carried.
2. Pam Shellenberger, York County Planning Commission, presented information about York County's water issues and initiatives.

*M. Pokrifka arrived for the meeting at 7:40PM.

3. Warren/Lucy Cadwallader, resident/owner of 176 Hanover Street: Mr. and Mrs. Cadwallader expressed their concern with speeding on Hanover Street and the extra flow of traffic due to Penn DOT's bridge work on Rt. 216.
4. Lucy Cadwallader and Richard Shiles shared information about a mobile App called Nextdoor, as a way of sharing information with neighbors.

Announcements/Vacancies

1. GR Planning Commission has one vacancy.
2. President B. Wetzel changed his resignation effective date to May 31, 2016. R. Shiles moved to accept B. Wetzel's resignation effective May 31, 2016, seconded by V. Ribeiro. Motion carried. The Borough received two letters of interest from residents: Joshua Corney, 49 Glen Avenue and John Hufnagel, 43 Cottage Avenue. During the meeting, resident Lucy Cadwallader also verbally expressed interest in the Council vacancy. R. Shiles moved to appoint Joshua Corney to fill the council vacancy effective June 15, 2016, seconded by B. Wetzel. J. Diehl, R. Shiles, B. Wetzel, and D. Young voted in favor; R. Apgar and V. Ribeiro voted against the motion. Motion carried.

V. Ribeiro moved to nominate Doug Young as the Council President effective June 1, 2016, seconded by R. Apgar. Motion carried. J. Diehl moved to accept the resignation of Ben Wetzel from the Southern Regional Police Commission effective May 31, 2016, seconded by V. Ribeiro. Motion carried.

GR Recreation Board Report

1. The Rec Board voted to pull the rotting perimeter posts at the park.
2. Rec Board approved purchasing \$500.00 of special mulch for the park.
3. The Rec Board's newest member, Rose Mattera, has a brother who specializes in ADA compliance and will help the Board.
4. The WS obtained quotes to purchase concrete or rubber parking blocks. D. Young moved for the Borough to purchase one skid of rubber parking blocks for the parking lot at the park, seconded by J. Diehl. Motion carried.
5. Clarification was provided that the dumpster pad at the park is supposed to be stone and not concrete as stated in the April, 2016 minutes.
6. The solicitor reviewed the imAthlete Registration Form and suggested trying it out for one year. The imAthlete Agreement will be used for pre-registration for the 5K9 run, which is part of Glen Rock 5K9 Bark for the Park being held on September 24, 2016. J. Diehl moved to accept the registration agreement with imAthlete for Glen Rock's 5K9 Bark for the Park event, seconded by D. Young. Motion carried.
7. The Commonwealth Financing Authority is scheduled to meet on June 13, 2016; decision making regarding pending grants has stalled due to lack of state budget. Council discussed moving forward with some portions of the park project with or without DCED Grant funds. V. Ribeiro moved to authorize J. Brenneman to be prepared to submit another DCED Grant for the park by the June 30, 2016 deadline, seconded by R. Apgar. Motion carried.

Approval of Minutes

1. V. Ribeiro moved to approve the April 20, 2016 Council Meeting Minutes and the April 27, 2016 Quarterly Council Meeting Minutes, seconded by D. Young. Motion carried.

GR Arts & Brew Fest Report

1. Council discussed event insurance costs for GR Arts & Brew Fest. R. Shiles moved to approve the purchase of event insurance through Keller-Brown totaling \$2995.00 for the 2016 GR Arts & Brew Fest, seconded by R. Apgar. Motion carried.
2. An update was provided; two sheriffs and one police officer will provide police coverage on June 4, 2016.

Police Commission's Report

1. Following the April Council meeting, Mayor Trout contacted Chief Boddington regarding speeding on Hanover Street. Southern Regional Police have issued numerous speeding tickets, warnings, and parking tickets. The officers are aware of the speeding issues and will continue to enforce.
2. The Budget Formula Committee sent a letter to the all council members; the committee does not have a unanimous opinion of what adjustments need to be made to the existing formula. The committee has two plans to present to the four fulltime member councils: "100% Police Hours" or "Hours, Mileage & Population Formula". The details for each of these plans were discussed by Council. R. Shiles moved to approve the use of "100% Police Hours" plan; the motion died without a second. Council discussed; no formal decision was made about either plan.

Solicitor's Report

1. A. Merrick is registered as Bidder #82 for the Judicial Sale being held on June 2, 2016, 9AM, Courtroom #1. A minimum bid of \$4000 is being accepted for the sale of the Baltimore Street/Manchester Street property formerly owned by Barry Urian. M. Pokrifka suggested a title search of the property. Council discussed their maximum bid for this property. R. Shiles moved to authorize A. Merrick to bid up to \$20,000 including taxes for the Baltimore Street/Manchester Street property, seconded by R. Apgar. R. Apgar, J. Diehl, V. Ribeiro, R. Shiles and B. Wetzel approved; D. Young opposed. Motion carried. R. Shiles moved to authorize the solicitor to complete a title search on the Baltimore Street/Manchester Street property, seconded by R. Apgar. Motion carried.

Work Supervisor's Report

1. WS plans to have line painting completed before June 4, 2016.
2. J. Diehl stated that Keel-mar plans to complete landscape and mulching around Municipal Parking Lot before June 4, 2016.

Mayor's Report

1. Mayor Trout requested a Proclamation to read/present to the Glen Rock Cub Scout Pack 48 and for the GR Arts & Brew Fest, as a way of honoring these groups. The solicitor said she would email proclamations to the Borough Office.
2. Mayor Trout received a complaint from resident Dick Pace regarding the property addresses proposed for new homes on Dustys Lane. Mr. Pace had consecutive house numbers planned for the properties on Dustys Lane; he expressed concern that emergency services may not locate his house on the private drive due to the Borough's house numbers. R. Apgar moved to authorize the solicitor to draft a letter to Mr. Pace, advising of his responsibility to properly identify his property, seconded by J. Diehl. Motion carried.

Secretary's Report

1. A. Merrick requested a motion to authorize the Council President to sign the Winter Municipal Services renewal agreement with Penn DOT for the 2016 – 2017 snow season on behalf of Glen Rock Borough. R. Shiles moved to authorize the Council President to sign the Winter Municipal Services renewal agreement with Penn DOT for the 2016 – 2017 snow season on behalf of Glen Rock Borough, seconded by R. Apgar. Motion carried.
2. A. Merrick requested a motion to execute an amendatory contract with YCPC for the Hanover Street Curb & Sidewalk improvements, CDBG #45592092, extending the completion date to December 31, 2016. R. Shiles moved to execute an amendatory contract with YCPC for the Hanover Street Curb & Sidewalk improvements, CDBG #45592092, extending the completion date to December 31, 2016, seconded by D. Young. Motion carried.
3. K. Erdman, Animal Control Officer reports that for the month of April he captured and transported a roaming rooster to a local farm, and set three traps for cats, caught two cats and transported to the SPCA.
4. Zoning Officer's highlights for April include completing four rental inspections, issuing three zoning permits and one building permit.
5. The 2015 audit is complete; the report and Management Letter were provided to Council.
6. Glen Rock Borough was awarded First Place in PSAB's 2016 Borough News Annual Municipal Website Contest. Council is grateful to Doug Young for his time on this project.

7. Council asked A. Merrick to notify Hanover Street residents about the start date of Hanover Street Curb & Sidewalk project.

Building and Property Report

1. R. Shiles spoke with Rodney Krebs to express the Borough's interest in purchasing land near the Glen Rock Park.
2. R. Shiles is trying to obtain estimates for landscaping the Veterans Park.
3. The Borough is waiting for a window quote from one contractor.

No Special Projects Report

Personnel Report

1. The Personnel Committee suggested adding a Social Media Policy to the employee handbook.

No Public Safety Report

Ordinance/Refuse Report

1. The Borough Office received an email from American Legal Publishing Corporation, another codification company. A. Merrick will forward this email to Council and the solicitor.

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. CGA Law Firm	\$ 1997.55
b. First Capitol Materials	667.50
c. James R. Holley & Associates, Inc.	631.00
d. South Penn Code Consultants LLC	1225.00

Motion carried.
2. R. Shiles moved to pay Reilly Sweeping Inc. \$1620.00 for street sweeping, using Liquid Fuel Funds, seconded by R. Apgar. Motion carried.

Police Commission's Report continued

3. J. Diehl moved to appoint Adam Rettig as a Borough representative to the Police Commission, seconded by V. Ribeiro. Motion carried.

No Public Comment/ No President's Report

R. Apgar suggested contacting the York County Water Company to investigate whether they have any interest in purchasing the Borough's property located on Rockville Road. He will contact the Forest Fire Crew, who may be storing their equipment at this location. R. Apgar is interested in obtaining current expenses with maintaining this property and will suggest several sale options.

R. Shiles moved to adjourn the meeting at 9:59 P. M., seconded by R. Apgar. Motion carried.

Respectfully submitted,

Ann E. Merrick
Secretary/Treasurer