

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

**Present:** Rollin Apgar, Jeremy Diehl, Leah McMahon, James Merrick, Victoria Ribeiro, Richard Shiles, and Doug Young

**Others Present:** Michelle Pokrifka, Esq., Mayor John Trout\*, Ann Merrick, Sec/Treas., thirty-two visitors

**The regular meeting was Called to Order** at 7:05PM by Council President D. Young beginning with the pledge to the flag.

**Public Comment**

1. Warren Cadwallader, 176 Hanover Street: Mr. Cadwallader shared his concern with water drainage issue on Winter Avenue near his property. Council/Work Supervisor will investigate and secretary will follow up with Cadwallader's.

**Agenda**

1. Jim Dixon, 35 Junior Street: Concerned about Notice of Violation informing he must vacate the property by October 18 deadline. He requested additional time to locate suitable housing. The borough will contact BCO to request an extension of thirty days.
2. Joshua Crue, owner and resident of 166 Hanover Street: Appealing NOV for Barking Dog. When Mr. Crue received the NOV for his barking dog, he placed a barking collar on his dog.

\*J. Trout arrived for the meeting at 7:32PM.

R. Apgar moved to waive the fees for the NOV issued to Mr. Crue, seconded by V. Ribeiro. Motion carried.

3. Ken Bailey, owner of 12 Manchester Street submitted a letter to Council requesting an extension to complete his rental inspections for two apartments at 12 Manchester Street. Council discussed the reason for rental inspections. J. Merrick moved to extend the rental inspection deadline for 12 Manchester Street, Apartment A and Apartment B until November 30, 2017, revoking rental licenses after November 30, 2017 if the deadline of inspections are not complete, seconded by V. Ribeiro. Motion carried.

**Announcements/Vacancies**

1. One vacancy on both the GR Planning Commission and the GR Zoning Hearing Board.
2. President D. Young announced an Executive Session for an update on litigation.

**Old Business**

1. R. Apgar will obtain three quotes for Radar Sign and present information during the November Meeting.
2. D. Young and J. Merrick have begun working on a traffic calming ordinance.
3. Within the next six months, Met-Ed will begin transitioning the streetlights to LED lights.
4. M. Pokrifka is waiting for a response from DCNR regarding the deed restrictions for the Rockville Road property.
5. President D. Young provided an update on 35 Hanover Street; the property is now vacant and settlement is scheduled within a week. District Justice Action was not filed.

### **Approval of Minutes**

1. R. Apgar moved to approve the September 20, 2017 Council Meeting Minutes, seconded by J. Merrick. Motion carried.

### **No Borough Engineer's Report**

#### **Solicitor's Report**

1. M. Pokrifka informed Council that Stewart & Tate has signed a four-year performance bond for Rexwood Drive micro – surfacing project. V. Ribeiro moved to authorize the president and secretary to sign the original four year performance bond with Stewart and Tate for the Rexwood Drive micro-surfacing project, seconded by J. Diehl. Motion carried.
2. M. Pokrifka provided previously approved copies for Resolution 2017 – 10 and 2017 -11 for signatures.
3. M. Pokrifka presented Ordinance 490, an ordinance adopting the code of ordinances of Glen Rock Borough, consolidating, revising, amending and repealing certain ordinances, enacting certain new provisions, providing a procedure for amending the code and for the citation of the code and the effective date, establishing responsibility for maintenance of the code, saving certain provisions from repeal and prescribing penalties for violation. V. Ribeiro moved to adopt Ordinance 490, Glen Rock Borough's Code of Ordinances, seconded by J. Diehl. Motion carried.

\*R. Apgar left the meeting at 7:57PM.

### **Police Commission Report**

1. Mayor J. Trout and President D. Young attended a meeting with Northern York County Regional Police. Northern Regional is able to provide police services to Southern York County municipalities. Current Southern Regional Police Commission members must submit a letter of interest for possible merger with Northern Regional Police.

\*R. Apgar returned to the meeting at 8:03PM.

R. Shiles moved to submit a letter of support to continue discussing the possibility of a merger with Northern York County Regional Police, seconded by R. Apgar. Motion carried.

2. The estimated 2018 budget cost of police services is \$271,120.00.

### **Recreation Board Report**

1. J. Diehl reviewed the recreation board's 2018 budget. V. Ribeiro moved to approve the recreation board's 2018 budget, seconded by R. Apgar. Motion carried.
2. 5K9 Bark for the Park is scheduled for September 22, 2018.

### **Work Supervisor's Report**

1. Pleasant Street and Circle Drive paving project is complete.
2. Leaf pickup might be postponed for several weeks.
3. The recreation board would like to remind the Work Supervisor to lock the double gates after mowing.

## **Secretary's Report**

1. South Penn Code Consultants issued one zoning permit, one zoning permit extension and completed twenty-seven rental inspections with twenty passed and seven failed rental inspections in September, 2017.
2. Kim Erdman Animal Control Officer reported no calls for the month of September, 2017.
3. The secretary requested a motion to pay \$1500 donation to the Hufnagel Public Library as budgeted. R. Apgar moved to pay \$1500 donation to the Hufnagel Public Library as budgeted, seconded by J. Merrick. Motion carried.
4. The secretary requested a motion to pay \$500 donation to the Senior Center as budgeted. R. Apgar moved to pay \$500 donation to the Senior Center as budgeted, seconded by R. Shiles. Motion carried.
5. The secretary requested a motion to appoint Kim Erdman as the Animal Control Officer and sign his 2018 Agreement. R. Apgar moved to appoint Kim Erdman as the Animal Control Officer and sign his 2018 Agreement, seconded by J. Merrick. Motion carried.
6. The secretary requested a motion to authorize the GR Fire Police to help assist with traffic control for the YWCA 5K on December 2, 2017 (Snow Date December 9) in Springfield Township. R. Apgar moved to authorize the GR Fire Police to help assist with traffic control for the YWCA 5K on December 2, 2017 (Snow Date December 9) in Springfield Township, seconded by R. Shiles. Motion carried.
7. The secretary requested a motion to authorize the GR Fire Police to help direct traffic for Winterstown UMC's annual drive through Nativity December 8 – 10, 2017. R. Apgar moved to authorize the GR Fire Police to help direct traffic for Winterstown UMC's annual drive through Nativity December 8 – 10, 2017, seconded by J. Merrick. Motion carried.
8. The secretary presented three shredding quotes from Shred Nation, Red Lion, PA, Postal Connection, York, PA, and Shred It, Lititz, PA. R. Shiles moved to approve the shred quote from Shred Nation located in Red Lion, PA, seconded by R. Apgar. Motion carried.

## **No Mayor's Report/No Personnel Report**

### **Public Safety Report**

1. Council discussed trucks and speeding on Church Street.

### **Building/Property Report**

1. Council obtained two quotes to repair roof on maintenance building which covers the salt bins from Heidler Roofing, \$7000 and MSM Roofing, \$2622. R. Apgar moved to accept MSM Roofing bid of \$2622 to repair roof on maintenance building, seconded by R. Shiles. Motion carried.
2. Boy Scout completed his Eagle Project and will donate excess funds to the Hufnagel Public Library.
3. Beautification Committee will be meeting October 21, 9AM.

## **No Special Projects Report**

### **Friends of Glen Rock Borough**

1. Final movie in Ruins Park was held on October 13, 2017.
2. Last Farmer's Market is scheduled for October 22, 2017.
3. GR Arts & Brew Fest was awarded a grant of \$9612.22, which will be used for advertising, activities, provide better pay for performers, in order to increase attendance.

### Ordinance/Refuse Report

1. R. Apgar suggested that Council consider providing a local electronics recycling event for borough residents. R. Apgar will research and update Council during November Council meeting.
2. Ordinance Committee meeting to be scheduled.

### 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 J. Merrick:

|  |            |
|--|------------|
| a. CGA Law Firm: September, 2017 Invoice | \$ 1245.00 |
| b. South Penn Code Consultants LLC       | 2437.50    |
| c. Southern Regional Police Commission   | 57616.25   |
| d. York Materials Group                  | 7591.29    |

Motion carried.
2. D. Young presented the invoices over \$500.00 for payment through the Liquid Fuel Fund. R. Shiles moved to pay the following invoices over \$500.00, using the Liquid Fuel Fund, seconded by R. Apgar:

|   |            |
|---|------------|
| a. Shrewsbury Township                          | \$ 4602.02 |
| b. York Materials Group: Pleasant St. Materials | 11320.59   |
| Circle Dr. Materials                            | 29080.14   |

Motion carried.
3. Finance Committee provided the final draft of the 2018 Budget to Council. The finance committee received a request from GR Fire Police for some new equipment, \$2415.50. J. Diehl moved to add the GR Fire Police equipment purchases totaling \$2415.50 to the 2018 Budget, seconded by R. Shiles. Motion carried.

### No New Business

- \*\*Council recessed to Executive Session at 9:08 PM to discuss an update on litigation. .
- \*\*The Council meeting resumed at 9:39 PM.

### President's Report

1. R. Apgar moved to set aside Borough funds Not to Exceed \$2000 from the Reserve Fund for the purpose to purchase audio equipment for playing Taps, seconded by J. Diehl. Motion carried.
2. Quarterly Council Meeting is cancelled on October 25, 2017.
3. An update was provided on the Taps Project. Next meeting is October 25, 2017.

### No Public Comment

R. Apgar moved to adjourn the meeting at 9:54 PM, seconded by J. Diehl. Motion carried.

**Respectfully submitted,**

Ann E. Merrick  
Secretary/Treasurer