

**GLEN ROCK BOROUGH
COUNCIL MEETING
July 18, 2018**

Present: Kayla Lehigh, James Merrick, Victoria Ribeiro, Andrew Stewart, Nick Wagner and Doug Young

Others Present: Evan Gabel, Esq., Mayor John Trout, Jason Brenneman, P.E. *, Ann Merrick, Sec/Treas., est. four visitors

The meeting was Called to Order at 7:03PM by Council President D. Young beginning with the pledge to the flag.

Announcements/Vacancies

1. GR Planning Commission has two vacancies.
2. GR Zoning Hearing Board has one vacancy.
3. President D. Young announced an executive session for later in the meeting, to discuss pending litigation.

No Persons Present for Agenda

Public Comment

1. Stan Walters discussed SCEMA's involvement with roof collapse/flooding in the School Street Apartments, referencing documentation and Media Release. The Emergency Operations Plan (EOP) for SCEMA members has been updated and must be adopted by resolution; the plan will be forwarded to Council and scheduled for adoption in August, 2018.
2. Ken Dry, owner and resident of 133 Manchester Street, shared his concern with conflict between himself and SRPD officer. Mr. Dry states he is receiving mixed communication from SRPD and Borough Council; he is not sure where to take his concerns. Mr. Dry offered an award for help to obtain internet information.
3. Michael Jansen, owner and resident of 93 W. Center Street, submitted a complaint to the Borough Office on June 21 regarding vehicles parked on the South side of New Street. Complaint was investigated by several council members.

*J. Brenneman arrived for the meeting at 7:39 PM.

N. Wagner moved to eliminate parking spaces on southside of New Street as per current Ordinance and signage, seconded by A. Stewart. Council discussed; several members were not aware of exact location being discussed. Attorney E. Gabel said there was no legal ramification to wait an additional month to decide on the matter. A. Stewart and N. Wagner voted in favor; K. Lehigh, J. Merrick, V. Ribeiro and D. Young voted opposed; motion did not pass.

Approval of Minutes

1. J. Merrick moved to approve the June 20, 2018 Minutes, seconded by N. Wagner. V. Ribeiro abstained. Motion carried.

Old Business

1. No Veterans Memorial Park update/no traffic calming update.

2. The Borough received appraisals of Rockville Road properties just before meeting; President D. Young will forward information to Council. Both parcels are located in flood zone and are not buildable lots. The 1.73-acre parcel is appraised at \$17,000 and the 25.16-acre parcel is appraised at \$150,000. However, the tax assessment for each property is considerably higher. V. Ribeiro moved to authorize E. Gabel, CGA Law Firm to complete tax appeals for Glen Rock's two Rockville Road parcels, seconded by A. Stewart. Motion carried.

Public Comment continued

4. Bonnie Riehl, owner and resident of 129 Manchester Street, reviewed information for storm water pipe damage on her property and asked again, for Council to assist her to repair the pipe. Ms. Riehl provided a quote from First Impressions, to repair the work.

Borough Engineer's Report

1. J. Brenneman provided an overview of information related to storm sewer pipes on Manchester Street. The inlet across the street from 129 Manchester Street property shows signs of wear. The engineer discussed his meeting with Ms. Riehl, D. Young, and R. McCullough, Work Supervisor. The pipe on 129 Manchester Street property is within six feet of the foundation for the house. Council discussed, although not the Borough's obligation, to purchase the pipe. A. Stewart moved for the Borough to replace the inlet and sidewalk on Manchester Street, and purchase eighty (80) feet of storm water pipe, with Ms. Riehl paying for all excavation and installation of the pipe, seconded by N. Wagner. Motion carried. N. Wagner authorized the engineer to complete application for Highway Occupancy Permit (HOP), seconded by A. Stewart. Motion carried. N. Wagner moved to authorize the solicitor to write an agreement between Ms. Riehl and Glen Rock Borough for this storm water pipe replacement project, seconded by K. Lehigh. Motion carried.

*N. Wagner stepped out of the meeting at 8:46 PM.

*K. Lehigh left the meeting at 8:47 PM.

2. The engineer announced receiving a copy of the executed Reimbursement Agreement for the ARLE Grant and discussed needing to contact TRG for revision of the signal permit.

*N. Wagner returned to the meeting at 8:48 PM and K. Lehigh returned at 8:49 PM.

J. Merrick moved to authorize the engineer to complete all paperwork for the ARLE Grant, seconded by V. Ribeiro. Motion carried.

3. Engineering work for CDBG Hanover Street Phase I and II is to be completed this year, with construction being completed in 2019. J. Merrick moved to authorize J. Brenneman to complete all engineering for CDBG Hanover Street Phase I and II, seconded by V. Ribeiro. Motion carried.
4. A retaining wall on Hayward Heights has collapsed. More information is needed as to who is the owner of the wall.

*J. Brenneman left the meeting at 8:53 PM.

Solicitor's Report

1. E. Gabel presented a draft ordinance and resolution establishing a volunteer service credit program for members of volunteer fire company and nonprofit emergency medical service agency. Council should review for further discussion.

Executive Session

**Council recessed to Executive Session at 9:04 PM to discuss possible litigation.

*Mayor J. Trout left the meeting at 9:33 PM.

**The Council meeting resumed at 9:42 PM.

*V. Ribeiro stepped out of the meeting at 9:42 PM.

Solicitor's Report continued

2. A. Stewart moved to authorize E. Gabel to provide a sample NOV letter to the Borough Office, seconded by N. Wagner. Motion carried.

*V. Ribeiro returned to the meeting at 9:44 PM.

3. N. Wagner moved to hire D.A.D. Construction to complete Spring House demolition and construction at 3 Holly Lane, seconded by J. Merrick. Motion carried.
4. K. Lehigh moved to rescind motion from April 18, 2018 for 24 Hanover Street, to authorize SPCC to inspect and declare the premises uninhabitable, seconded by A. Stewart. Motion carried.
5. J. Merrick moved to rescind motion from June 20, 2018 authorizing the solicitor to file District Magistrate action for the owners of 31-33 Main Street, seconded by N. Wagner. Motion carried.
6. J. Merrick moved to authorize hiring a company to clean up the porches, property of 3 Terrace Heights, seconded by N. Wagner. Motion carried.

Police Commission Report

1. New Fire Works laws in Pennsylvania are a concern in all municipalities. Fireworks cannot be used within 150 feet of an occupied building. Citations will be issued for anyone violating the laws related to fireworks.
2. The Police Commission solicitor will begin working on a new intergovernmental agreement with the help of a committee; one member from each municipality will serve on this committee.
3. Recently the SRPD hired three new officers.

Recreation Board Report

1. Recreation Board is recommending the approval of event insurance for a cost of \$608.00 for 2018 5K9 Bark for the Park event. J. Merrick moved to approve the GR Recreation Board's recommendation to purchase event insurance for a cost of \$608.00 for 2018 5K9 Bark for the Park, seconded by V. Ribeiro. Motion carried.
2. Recreation Board has approved the removal of four diseased trees along Fair School Road.
3. Summer Park Program has good attendance.
4. Train Stop Pop-up Market is going well.
5. Recreation Board received twice as many swing mats as were ordered; Recreation Board will try to sell, give away extra mats.
6. 2018 5K9 Bark for the Park planning is on-going.
7. Recreation Board is working with SYC-Softball, planning to install outfield fence.

Work Supervisor's Report

1. WS provided a quote from Shrewsbury Township to pave Walnut/West Street for a cost of \$51,200. High Street between Park and Church Streets also needs repaired but will be scheduled after GR Water & Sewer completes upgrades to this area. J. Merrick moved to accept Shrewsbury Township's bid of \$51,200 for Walnut Street/West Street paving project, seconded by N. Wagner. Motion carried.

Secretary's Report

1. South Penn Code Consultants issued five zoning permits, two residential building permits and one commercial building permit. They completed eight rental inspections in June, 2018.
2. No report provided by Erdman Animal Control Services.
3. A. Merrick provided an ordinance violation report.
4. A. Merrick requested a motion authorizing the treasurer to move Liquid Fuel Funds into a new bank account, so funds are always earning interest regardless of balance. N. Wagner moved to authorize A. Merrick to move Liquid Fuel Funds into another bank account, to guarantee monthly interest, seconded by K. Lehigh. Motion carried.
5. A. Merrick requested permission to meet with Peoples Bank manager, to move funds into higher interest-bearing accounts, if available. V. Ribeiro moved to authorize the treasurer to meet with Peoples Bank manager and move Borough funds into higher interest-bearing accounts, as available, seconded by N. Wagner. Motion carried.

Mayor's Report

1. Mayor J. Trout received an anonymous letter regarding non-specific grass issues on Valley Street; he investigated but did not find any over growth.
2. Residents with concerns should fill out complaint forms and turn into the Borough Office.

Friends of Glen Rock Borough Report

1. Remember: Movie Nights planned for August 10 and September 7 in Ruins Park.
2. Reminder: GR Train Stop Pop-up Market is held the first and third Sundays, August and September.

Building/Property Report

1. Air Conditioning unit has been replaced at the Neuhaus Building, 32 Main Street.

Public Safety Report

1. GR Hose & Ladder Fire Chief sent a letter to the Borough Secretary informing of fire and dangerous structures at 3 Terrace Heights. Mayor J. Trout has informed the Borough Council and Public Safety Committee members of same fire and confirms Fire Chief R. McCullough's findings. GR Public Safety Committee verified the fire damage at 3 Terrace Heights. N. Wagner moved to authorize the Borough Secretary to write a letter to property owner, informing of their duty to remove or repair property as per Chapter 4 of GR Borough Code of Ordinances, seconded by J. Merrick. Motion carried.

No Special Projects Report

No Personnel Report

No Ordinance/Refuse Report

Finance Report

1. Finance Committee will begin working on the 2019 budget in the end of August or beginning of September. Any new projects/plans should be submitted to committee members.
2. D. Young presented the invoices over \$500.00 for payment through the General Fund. N. Wagner moved to pay the following invoices over \$500.00, using the General Fund, seconded by K. Lehigh:

a. Agrarian Associates Inc.	\$ 1500.00
b. CGA Law Firm	2405.42
c. South Penn Code Consultants LLC	1508.50

Motion carried.
2. D. Young presented an invoice from TruGreen Commercial for payment using GR Recreation Funds. J. Merrick moved to pay the TruGreen Commercial invoice, \$975.00 using GR Recreation Funds, seconded by N. Wagner. Motion carried.

No New Business

President's Report

1. D. Young shared copy of a letter he drafted to Southern Regional Police Department (SRPD), outlining GRB's priorities for Police Services in Glen Rock. V. Ribeiro moved to authorize sending the SRPD letter to Chief Boddington, seconded by N. Wagner. Motion carried.

No Public Comment

There is nothing planned for July Quarterly Meeting Agenda. K. Lehigh moved to cancel the Quarterly Council Meeting scheduled on July 25, 2018, seconded by A. Stewart. Motion carried. Council will make a decision regarding the three parking spaces on the South Side of New Street during their August 15, 2018 Council Meeting.

N. Wagner moved to adjourn the meeting at 10:23PM, seconded by J. Merrick. Motion carried.

Respectfully submitted,

Ann E. Merrick
Secretary/Treasurer