

**GLEN ROCK BOROUGH  
COUNCIL MEETING  
January 16, 2019**

**Present:** Rollin Apgar\*, Jason Loudermilk, James Merrick, Victoria Ribeiro, Andrew Stewart, Nick Wagner, and Doug Young

**Others Present:** Evan Gabel, Esq., John Trout, Mayor, Ann Merrick, Sec/Treas., and one visitor

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

\*R. Apgar arrived for the meeting at 7:02 PM.

**Announcements/Vacancies**

1. GR Planning Commission has two vacancies.
2. GR Zoning Hearing Board has one vacancy.
3. GR Recreation Board has one vacancy.

**President's Report**

1. President D. Young reviewed the specifics of Resolution 2019-1, Code of Conduct for Elected and Appointed Borough Officials. Council discussed. N. Wagner moved to adopt Resolution 2019-1, seconded by J. Merrick. R. Apgar, J. Merrick, A. Stewart, N. Wagner and D. Young approved; J. Loudermilk and V. Ribeiro opposed. Motion carried.
2. President D. Young reviewed the specifics of Resolution 2019-2, Public Conduct Procedures. Council discussed. N. Wagner moved to adopt Resolution 2019-2, seconded by J. Merrick. Council discussed further. R. Apgar, J. Merrick, A. Stewart, N. Wagner and D. Young approved; J. Loudermilk and V. Ribeiro opposed. Motion carried.

**Public Comment**

1. Bill Stroud, owner and resident of 143 Hanover Street: Mr. Stroud stated his concerns regarding safety on Hanover Street due to an inlet grate not level with the pavement, a dip on Hanover Street, and storm water from Cottage Avenue dumping onto Cottage Way, causing erosion on his property. Council will investigate these matters.

**No Agenda**

**Approval of Minutes**

1. R. Apgar moved to approve the December 19, 2018 Minutes and December 27, 2018 Special Meeting Minutes, seconded by N. Wagner. A. Stewart abstained from vote. Motion carried.

**Old Business**

1. Several Council Members met on site at the traffic light with Penn DOT, J. Brenneman, JR Holley & Associates, and TRG to discuss the ARLE Grant project. The ADA sidewalk crossings must be updated with the installation of new signal light.

\*R. Apgar left the meeting at 7:38 PM.

The Borough Engineer and TRG will work on new cost estimate to include changes to the current project, process to complete a pedestrian study, and possibility of applying for more ARLE Grant funds.

\*R. Apgar returned to the meeting at 7:40 PM.

Council discussed other possible options for obtaining additional funds to complete all aspects of signal light upgrade.

2. Current signal plan requires yellow/red flashing lights at 1AM; this is no longer a requirement through Penn DOT. Penn DOT will make changes to Glen Rock's Signal Permit. The Borough will contact Milt's Traffic Signal repair to re-set the signal light to match the new Signal Permit.
3. Borough Engineer needs to prepare bid documents and advertise the Hanover Street CDBG projects. J. Merrick moved to authorize J. Breneman to prepare bid documents and advertise the Hanover Street CDBG projects, seconded by R. Apgar. Motion carried.
4. The inlet near 129 Manchester Street has been installed.
5. R. Apgar provided an update for use of speed sign.
6. Preston Beall submitted a written offer of \$7000 for the purchase of Borough's 1.73-acre parcel with the old sewer plant building on Rockville Road. Council discussed advertising the sale of the Rockville Road properties on Facebook Marketplace, the Borough Website, and advertising in the York Newspapers. R. Apgar moved to advertise the Borough's intent to sell Rockville Road properties, accepting bids until March 15, seconded by A. Stewart. Motion carried.

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

1. E. Gabel provided a status report for 3 Holly Lane and 207 Hanover Street which includes working on collections and will file liens as necessary.
2. E. Gabel discussed amendments to the Borough's Code of Ordinances with the adoption of Ordinance 497:
  - Board of Appeals to be GR Zoning Hearing Board for Notices of Violations;
  - Establishment of appeals for all nuisances;
  - Parking on southside of New Street as previously discussed;
  - Speed limits on all streets as 25 mph;
  - Changes to procedures for fire properties, and
  - Change to Volunteer Fire Fighter Tax credit, for YATB to collect and distribute refunds.E. Gabel requested a motion to advertise Ordinance 497. R. Apgar moved to advertise Ordinance 497, seconded by N. Wagner. Motion carried.
3. E. Gabel shared information from York City's Ordinance to register foreclosed properties. A copy of the ordinance will be emailed to Council for further discussion.
4. Council discussed adopting a plowing agreement for residents who live on private roads. R. Apgar moved for Borough to notify residents of Holly Lane and West Center Street that effective April 15, 2019, the Borough will no longer plow Holly Lane and West Center Street, seconded by N. Wagner. Motion carried.
5. R. Apgar moved to adopt Resolution 2019-3, participation and voting by telecommunications device, seconded by N. Wagner. Motion carried.
6. J. Merrick moved to adopt Resolution 2019-4, waiver of compensation by the Mayor, seconded by V. Ribeiro. Motion carried.

7. R. Apgar moved to adopt Resolution 2019-5, waiver of compensation by Borough Council, seconded by N. Wagner. Motion carried.
8. R. Apgar moved to adopt Resolution 2019-6, fee schedule for subdivision and land development plans, reviews and miscellaneous Borough fees, seconded by A. Stewart. Motion carried.
9. R. Apgar moved to adopt Resolution 2019-7, fee schedule regulating residential rental units, seconded by J. Merrick. Motion carried.
10. R. Apgar moved to adopt Resolution 2019-8, fee schedule regulating the unlawful growth of grass or weeds, seconded by J. Merrick. Motion carried.
11. R. Apgar moved to adopt Resolution 2019-9, fee schedule regulating the control of dogs, cats, and other animals, seconded by V. Ribeiro. Motion carried.

### **Ordinance Violation Report**

1. Skyler Campbell, 9 New Street, requested time extension of June 30, 2019 to repair the deck at his property. R. Apgar moved to approve time extension of June 30, 2019 for repair of deck at 9 New Street, contingent upon the owner submitting a signed contract and applying for and paying all fees for necessary permits within thirty days of Borough's notification to the owner, seconded by N. Wagner. Motion carried.
2. Theron Jeffrey, 44 Hanover Street requested a time extension of May 31, 2019 to paint house and repair gutters, and January 30, 2019 to repair shed roof and porch rails. N. Wagner moved to grant time extension of January 30, 2019 to repair roof and porch rails, and May 31, 2019 to paint house and repair gutters, for Theron Jeffrey, 44 Hanover Street, seconded by J. Merrick. Motion carried.
3. Borough hired a company to clean up 144 Church Street weeds; work is complete.
4. Council discussed use of drones to follow up on zoning issues.
5. Borough will continue to address property maintenance, zoning and building issues.

\*E. Gabel left the meeting at 8:20 PM.

### **Police Commission Report**

1. Mayor Trout and Representative A. Stewart presented the following updates:
  - Finance Committee recommended hiring one officer instead of two and the Commission agreed.
  - Hiring process continues for one new officer.
  - Commission purchased new weapons with flashlight attachments.
  - Commission voted to approve the officer's five-year contract.
  - Intergovernmental Agreement Committee is scheduled to meet soon.
  - SRPD will turn animal control over to K. Erdman.
  - Grant has been filed for vests.

### **Recreation Board Report**

1. Meeting could not be held due to lack of quorum on January 15, but the following items were discussed:
  - Need to hire a new director for Summer Playground Program.
  - April 20 is Easter Egg Hunt for dogs, with Easter Bunny available for photo opportunities.
  - Train Stop Pop Up Market is planned for the second Sundays of May – October. Mayor Trout gave permission for use of the GR EMS lot between building and rail trail.

- Maintenance of Veterans Park.
- Former Recreation Board Member Rose Mattera is a finalist for McCormick's Community Service Award.

**Work Supervisor's Report**

1. Council discussed the purchase of a 2019 budgeted item, jack hammer. R. Apgar moved to authorize the purchase of Tri-Boro DeWalt jack hammer with cart for a cost of \$1178.90, seconded by N. Wagner. Motion carried.

**Secretary's Report**

1. Glen Rock Borough is re-appointing H. Lee Hoffheins as the representative and Doug Young as the alternate to YATB Board of Directors and YC Tax Collection Committee.
2. A. Merrick requested a motion to authorize the use of Glen Rock Fire Police to assist with traffic control on April 7, 2019 by Springfield Township. R. Apgar moved to authorize the use of Glen Rock Fire Police to assist with traffic control on April 7, 2019 by Springfield Township, seconded by J. Merrick. Motion carried.
3. A. Merrick requested a motion to request and authorize the use of Glen Rock Fire Police for Glen Rock Borough events including June 1, September 21 and December 24, 2019. R. Apgar moved to request and authorize the use of Glen Rock Fire Police for Glen Rock Borough events including June 1, September 21 and December 24, 2019, seconded by J. Merrick. Motion carried.
4. A. Merrick requested permission to meet with Borough Solicitor to discuss recouping additional costs incurred through Notices of Violation and Code Violations. R. Apgar moved to approve the secretary meeting with Borough Solicitor to discuss Borough matters, seconded by N. Wagner. Motion carried.

**South Penn Code Consultant's Report**

1. SPCC completed one rental inspection in December, 2018.
2. A. Merrick submitted a letter to the insurance company regarding escrow funds for a fire at 114-118 Church Street.

**No Animal Control Officer's Report**

**No Mayor's Report**

**No Building/Property Report**

**Public Safety Report**

1. No Parking Signs need replaced; several are very faded.

**No Ordinance Committee Report**

**Special Projects Report**

1. R. Apgar provided an update for the Valley Street Bridge dedication planned for March 29, 2019.

**Personnel Report**

1. Employee reviews are being completed.

**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 N. Wagner:

a. CGA Law Firm	\$ 1560.00
b. James R. Holley & Associates, Inc.	6572.25
c. Quinn’s Repair & Fabrication	1350.00
d. Shrewsbury Township	566.67
e. South Penn Code Consultants LLC	887.50
f. YC Stormwater Consortium	1591.00

Motion carried.

**No New Business**

**President’s Report**

- 1. D. Young reminded council about the York County Storm Water Authority meeting being held January 24, 7pm at Shrewsbury Borough Office.
- 2. York County Hazard Mitigation Plan will be ready for adoption by Council at the February meeting.
- 3. D. Young is encouraging more community involvement and suggests live streaming the council meetings on Facebook. V. Ribeiro volunteered to research project requirements.
- 4. Quarterly meeting was advertised for January 30, 2019. V. Ribeiro moved to cancel the January 30, 2019 Quarterly Meeting, seconded by R. Apgar. Motion carried.

**No Public Comment**

R. Apgar moved to adjourn the meeting at 9:18 PM, seconded by V. Ribeiro. Motion carried.

**Respectfully submitted,**

Ann E. Merrick  
Secretary/Treasurer