

**GLEN ROCK BOROUGH
COUNCIL MEETING
June 19, 2019**

Present: Rollin Apgar, Jason Loudermilk, James Merrick, Andrew Stewart, and Doug Young

Others Present: Evan Gabel, Esq., John Trout, Mayor, Jason Brenneman, PE, Ann Merrick, Sec/Treas., and six visitors

Telephonically: Nick Wagner

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

Announcements/Vacancies

1. President D. Young announced that Council member Nick Wagner was participating telephonically for tonight's meeting.
2. President D. Young thanked the 2019 GR Arts & Brew Fest Committee for well-organized event; 2020 GR Arts & Brew Fest Committee will meet on July 8, 6:30pm at Glen Rock Park; all interested persons are welcome to attend the meeting.
3. GRB received letters of interest for the council vacancy from Becky Thomason, 12 Winwood Road and Clay Gallegos, 3121 Rexwood Drive. R. Apgar moved to appoint Clay Gallegos for the council vacancy through January 1, 2020, seconded by N. Wagner. Motion carried.
4. GR Planning Commission has two vacancies.
5. GR Zoning Hearing Board has one vacancy.
6. Keith Hershner expressed verbal interest to serve on GR Water & Sewer Authority. R. Apgar moved to appoint Keith Hershner to GR Water & Sewer vacancy, seconded by A. Stewart. Motion carried.

No Public Comment

Approval of Minutes

1. J. Merrick moved to approve the May 15, 2019 Council Minutes seconded by R. Apgar. Motion carried.

Borough Engineer's Report

1. Solicitor E. Gabel provided copies of a Stormwater Facilities Agreement and Operation and Maintenance Agreement for Stormwater work, between Mr. Leroy and Mrs. Barbara Gamble, owners of 9 Church Street and Glen Rock Borough. The Operation and Maintenance Agreement will be filed with the YC Recorder of Deeds, so signatures must be notarized.
2. R. Apgar moved to adopt Resolution 2019-16, authorizing and directing the secretary/treasurer and engineer to submit the documents to apply for the Automated Red-Light Enforcement Program Grant (ARLE) on behalf of Glen Rock Borough, seconded by A. Stewart. Motion carried.
3. Pre-construction meeting for Hanover Street CDBG Project 45522303 was held June 18. Shiloh Paving & Excavating plans to begin the curb and sidewalk project on or near August 5. The Borough will inform residents of the projected start date. York County Planning Commission provided Amendatory Contract #1 to increase the funding to Glen Rock Borough by \$25,000 for a

total of \$225,000 for Project 45522303. R. Apgar moved to execute Amendatory Contract #1 with YCPC for CDBG Hanover Street Curb, Sidewalk, Drainage Improvements Project 45523303, authorizing the Secretary and Council President to sign the contract on behalf of the Borough, seconded by J. Merrick. Motion carried.

4. J. Brenneman provided an update on the GR Mill Race project. Design work is complete, and includes using one, thirty-six-inch diameter plastic pipe instead of two pipes. 1st Impressions provided a bid of approximately \$82,000; the formal proposal has not been received yet. A. Stewart moved to execute 1st Impressions proposal when received, not including any surface work, authorizing Council President to sign on behalf of GR Borough, seconded by R. Apgar. Motion carried.

*J. Brenneman left the meeting at 7:28 PM.

Persons on the Agenda

1. Dave Hyson, owner of rental properties located at 27 Hanover Street and 29-35 Hanover Street, is proposing to use a Commercial Refuse Service instead of Residential Refuse/Recycling Service for his two side by side properties. He plans to install a new dumpster pad behind 27 Hanover Street for both refuse and recycling dumpsters and plans to rent from Penn Waste. R. Apgar moved to support Dave Hyson's proposal to use refuse and recycling dumpsters at the rear of 27 Hanover Street for two properties, 27 Hanover Street and 29-35 Hanover Street, owned by Glen Rock Holdings LLC, beginning August 1, seconded by A. Stewart. Motion carried.

Old Business

1. R. Apgar will provide training to Borough employees for moving the Radar Speed Sign from one location to another.
2. The solicitor opened a single bid of \$12,000 from Andrew and Lisa Stewart for Borough's sale of small parcel of land on Rockville Road property where the old water treatment plant is located. E. Gabel informed that the bid is not responsive because it does not meet the appraised value of \$17,000 as required by Pennsylvania Law, so the Stewart's bid must be rejected by Council. R. Apgar moved to reject Andrew and Lisa Stewart's bid of \$12,000 for the 1.73-acre parcel located on Rockville Road, seconded by J. Merrick. A. Stewart abstained from the vote. Motion carried. Council discussed contacting previous bidders; E. Gabel stated the Borough may now privately sell each of the Rockville Road properties. R. Apgar moved to sell the 1.73-acre parcel to Andrew and Lisa Stewart for \$20,000, seconded by J. Merrick. A. Stewart abstained from the vote. Motion carried.
3. J. Loudermilk provided Live Streaming update with estimated costs of a tablet and speaker, total of \$360. Bluetooth Speakerphone has 360-degree voice pickup. J. Merrick moved to purchase an android operating system tablet, seconded by A. Stewart. Council discussed whether to purchase a tablet and a separate speaker, or just purchase a tablet. J. Merrick withdrew his motion. J. Loudermilk moved to spend up to \$200 on a tablet to live stream the meetings, seconded by A. Stewart. Motion carried.

Solicitor's Report

1. E. Gabel discussed formal and informal processes for renewal of the Cable Franchise Agreement with Comcast. Formal process includes advertising a Public Hearing to review Comcast's performance; informal process commences with the Borough requesting Comcast to submit their

- proposal. Borough would like to start with an informal process, and will request a proposal from Comcast.
2. Council discussed the status of property located at 3 Holly Lane: outside is cleaned up, animals are all removed, and property is boarded up. The last task to be completed is cutting the grass/weeds. The Property is posted as uninhabitable. E. Gabel advised to notify owner of most recent expenses and file another lien if fees are not paid.
 3. Resolution 2019-15, requesting amending the Right to Know Law and providing relief from vexatious requestors, was presented for adoption. R. Apgar moved to adopt Resolution 2019-15, and send to local legislators, seconded by N. Wagner. Motion carried.
 4. E. Gabel provided several sample Animal Ordinances. Council discussed the need for consistent language in Ordinances/Animal Permits. The solicitor indicated that Borough's typically do not allow Agricultural Animals.
 5. CGA Law Firm pulled the deed for 7 Cottage Avenue to determine ownership of the retaining wall along the South Branch of Codorus Creek. The Borough is only responsible for maintaining the retaining wall when it abuts public property. The Borough will notify property owners of their responsibility to maintain the retaining wall on their property.
 6. E. Gabel discussed the matter involving the RV being parked on Argyle Avenue. He explained that Borough Council cannot waive a decision that should be made by the Zoning Hearing Board. The owner of the RV will have to apply for Special Exception to the Zoning Hearing Board, for possible approval.

Ordinance Violation Report

1. Council discussed non-compliance for NOV's issued to the owners of 110 Manchester Street for porch roof and house roof repairs. Council authorized sending one more letter with fifteen-day deadline to schedule on-site meeting with Code Enforcement; if no response received from owner, then move forward with District Justice action.
2. Council discussed non-compliance with deadlines for home repairs at 44 Hanover Street. Council authorized South Penn Code Consultants to issue a final notice with intent to prosecute to property owner.
3. Council discussed non-compliance for NOV's issued to owner of 64-66 Argyle Avenue for uninspected/unregistered vehicles, trailer, etc. parked on Argyle Avenue and on property. Council declared that all notices be sent to the solicitor for intent to prosecute the property owner for non-compliance of Borough Ordinances.

Police Commission Report

1. Mayor Trout and Representative A. Stewart provided the following updates:
 - A draft of the Intergovernmental Agreement should be ready by August. Only two members of the IGA committee met for the June meeting.
 - Two officers resigned from SRPD.
 - Canine Unit has approximately \$27,000 in donations.
 - Chief Boddington explained truck enforcement on Church Street: Penn DOT's Traffic Study only considered the length of vehicles (not being able to safely drive on Church Street especially on the curve near Center Street, without crossing into the other lane of travel), not the road gradient or the stopping distance due to weight; new signs posted are "NO TRUCKS". Penn DOT will not post signs that reflect the Borough's Ordinance nor will

they allow the Borough to post signs on a State Road. Chief Boddington plans to reach out to Senator Kristin Phillips-Hill's office for support.

**Council recessed to Executive Session at 9:00 PM to discuss personnel matter.

**The Council meeting resumed at 9:20 PM.

Personnel Report

1. R. Apgar moved to allocate a performance bonus of \$5000 for work in 2018 to Ronald McCullough, seconded by N. Wagner. Motion carried.

Persons on the Agenda continued

2. Brandon Burrows, son-in-law to S. Cilluffo, owner of 7 Baltimore Street, expressed concern about paying fees to the Borough for non-compliance with the Rental Ordinance, Building Code, and International Property Maintenance Code. R. Apgar moved to refund one-half of the non-compliance fees to S. Cilluffo for 7 Baltimore Street. Motion died for lack of a second.

*E. Gabel left the meeting at 9:30 PM.

Recreation Board Report

1. J. Merrick moved to hire the following 2019 GR Summer Playground Program Counselors, \$8.50/hour, contingent upon receipt of necessary background checks, work permits, etc.: Adia Hartman, Kayleigh Plummer, Adam Rohrbaugh, Matthew Paglio, Julian Faulk, Greta Flemmens, Katelyn Moran-Pearlman, and Jessica Cook, seconded by A. Stewart. Motion carried.
2. 2019 5K9 Bark for the Park is scheduled for September 21, 2019.
3. Recreation Board has ordered two new toddler-seat swings and new basketball nets.

Work Supervisor's Report

1. Borough plans to sell a John Deere mower attachment.
2. Shrewsbury Township is going to oil & chip Valley Road; Work Supervisor asked for Council to consider oil & chip process for Valley Street, Borough line to Camp Road, an approximate cost of \$6500. Council needs to investigate for decision at a later meeting.

Secretary's Report

1. A. Merrick requested a motion to authorize the use of Glen Rock Fire Police for Springfield Township's July 4th Blast activities. R. Apgar moved to authorize the use of Glen Rock Fire Police for Springfield Township's July 4th Blast activities, seconded by J. Merrick. Motion carried.
2. A. Merrick requested a motion to transfer \$8000 donation from the General Fund to The GR Recreation Fund as budgeted for 2019. R. Apgar moved to authorize the transfer of \$8000 donation from the General Fund to The GR Recreation Fund, seconded by J. Merrick. Motion carried.
8. A. Merrick discussed modifying addresses on Borough properties, beginning with several on Hanover Street. A. Merrick requested a motion to advertise Resolution 2019-17, modifying addresses on a portion of Hanover Street. R. Apgar moved to advertise Resolution 2019-17, modifying addresses on a portion of Hanover Street, seconded by A. Stewart. Motion carried.

No Animal Control Officer's Report

South Penn Code Consultant's Report

1. SPCC completed three rental inspections, issued four zoning permits, and three building permits in May, 2019.

No Mayor's Report

Building/Property Report

1. Contractor has begun working on step/ramp repairs at the Neuhaus Building. Several of the post caps were broken and same style is no longer available. The cost to replace all sixteen post caps is \$275.00. J. Merrick moved to increase the total cost of the repair/painting project for ramp/steps by \$275, seconded by R. Apgar. Motion carried.
2. GR Water & Sewer Authority has located and repaired all leaks.

Public Safety Report

1. R. Apgar announced a Ham Radio Event scheduled for Spring Valley Park on June 22, 2PM.

Ordinance Committee Report

1. The committee is working on amendments to the Street Cut Ordinance.

Public Safety Report continued

2. Council discussed a safety concern near the intersection of Starview Drive and Wolf Street with remedies including cutting hedge/trees back or posting "Children at Play" signs. R. Apgar moved to approve the installation of two "Children at Play" signs near the intersection of Starview Drive and Wolf Street, seconded by J. Merrick. R. Apgar, J. Loudermilk, J. Merrick, A. Stewart and N. Wagner voted in favor; D. Young opposed; motion carried.

No Special Projects Report

Personnel Report continued

2. President D. Young stated that A. Merrick plans to work four, ten-hour days instead of five, eight-hour days for the summer, 2019.
3. President D. Young stated that Steve Bowers will be paid his regular hourly rate of pay for the duration of an emergency response for Ambulance Calls during regular Borough work hours.

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 A. Stewart:
 - a. CGA Law Firm
 - i. May, 2019 Invoice \$ 2705.00
 - b. James R. Holley & Associates, Inc. 5446.65
 - c. South Penn Code Consultants LLC 1762.50
 - d. Southern Regional Police Commission 71171.00Motion carried.
2. D. Young requested affirmation of payment of Reilly Sweeping invoice of \$2224.00 using Liquid Fuel Funds. R. Apgar affirmed payment of Reilly Sweeping invoice of \$2224.00 using Liquid Fuel Funds, seconded by A. Stewart. Motion carried.

No New Business

President's Report

1. D. Young attended Representative Lloyd Smucker's Municipal Leaders Roundtable; worthwhile event.

No Public Comment

R. Apgar moved to adjourn the meeting at 10:10 PM, seconded by A. Stewart. Motion carried.

Respectfully submitted,

Ann E. Merrick
Secretary/Treasurer