

**GLEN ROCK BOROUGH
COUNCIL MEETING
May 15, 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 eighteen visitors

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 an executive session is scheduled for later in the meeting to discuss a personnel matter.
2. V. Ribeiro submitted a letter of resignation from Council effective immediately. J. Merrick moved to accept the resignation of V. Ribeiro from Borough Council, seconded by A. Stewart. After discussion, J. Merrick, A. Stewart and D. Young voted in favor; R. Apgar and J. Loudermilk voted opposed; motion carried.
3. President D. Young announced one vacancy on the GR Water & Sewer Authority Board.
4. President D. Young stated he was accepting nominations for the position of Vice-President of Council. J. Merrick nominated R. Apgar as Vice-President; R. Apgar accepted nomination. Council's vote was unanimous; R. Apgar abstained.
5. GR Planning Commission has two vacancies.
6. GR Zoning Hearing Board has one vacancy.

Public Comment

1. Victoria Ribeiro, 38 Hillside Terrace, expressed her opinion regarding Council and social media.

Agenda

1. Joe Heisler, 27 Cottage Avenue, Board Member, Arthur Hufnagel Public Library (AHPL): Mr. Heisler provided history and current financial information for the library. He discussed the differences between Member and Branch Libraries. AHPL Board of Directors plans to begin negotiations with York County Library, to discuss changing from Member Library to Branch Library.
2. Carrie and Madison Kleiman, 2827 Rexwood Drive, presented information about keeping their chickens.
3. Robert Beaghan, 34 Argyle Avenue, obtained Variance Application from Borough Office, but said he thinks the Variance is for building on his property and does not understand why he needs a variance to park his RV within the seven available parking spaces in front of his house. The solicitor said there may be another solution; Council will discuss further.

Approval of Minutes

1. R. Apgar moved to approve the Hanover Street CDBG Citizens Meeting Minutes from April 17, 2019 and the April 17, 2019 Minutes seconded by A. Stewart. Motion carried.

GR Arts & Brew Fest

1. Rose Mattera, Chair for the GR Arts & Brew Fest Committee, provided an update.

Old Business

1. Radar Speed Sign's current location on Hanover Street is helping to slow down drivers.
2. The solicitor explained the need for a second advertisement to accept bids for the Borough's sale of the Rockville Road properties. R. Apgar moved to advertise the Borough's intent to sell the Rockville Road properties, accepting bids until June 17, seconded by A. Stewart. Motion carried.
3. President D. Young asked for a Council volunteer to chair the Live Streaming Project; Jason Loudermilk is now the chair of this project.

Solicitor's Report

1. E. Gabel presented Ordinance 498, Foreclosure Property Registry and Maintenance Ordinance, ready for adoption. R. Apgar moved to adopt Ordinance 498, the Foreclosure Property Registry and Maintenance Ordinance, seconded by J. Merrick. Motion carried.
2. J. Merrick moved to authorize the solicitor to review the Cable Franchise Agreement with Comcast, seconded by R. Apgar. Motion carried.
3. E. Gabel discussed complications for the nuisances at 3 Holly Lane. He stated it's illegal for the Borough to search the inside of the property without consent of the property owner. South Penn Code Consultants has posted the property as uninhabitable; the Borough hired a company to cleanup outside the property. J. Merrick moved to authorize E. Gabel to write a letter to mortgage company and for Borough to continue to abate problems outside the principal structure, seconded by R. Apgar. Motion carried.
4. Council discussed adopting a resolution, in support with other Pennsylvania municipalities, requesting amendments to Pennsylvania's Right to Know law and providing relief from vexatious requesters. Resolution will be prepared for adoption at the June council meeting.
5. Council discussed the borough's zoning ordinance regarding animals and the Borough's use of Animal Permit.
6. Council discussed ownership of the retaining wall along the creek, on the property of 7 Cottage Avenue. R. Apgar moved to authorize the solicitor to obtain the deed for 7 Cottage Avenue, to try to determine ownership of the retaining wall, seconded by J. Merrick. Motion carried.
7. E. Gabel provided a status report for liens filed for two properties in Glen Rock Borough.

Borough Engineer's Report

1. J. Brenneman provided two phone quotes for repairs of private/public stormwater system at 9 Church Street: 1st Impressions, \$3890.00 and Fitz & Smith, \$10,500.00. Council discussed having an agreement with 9 Church Street property owner, similar to agreement with owner of 129 Manchester Street.
 - J. Merrick moved to authorize the solicitor to draw up an Agreement between the Borough and Mr. Gamble, 9 Church Street, seconded by R. Apgar. Motion carried.
 - R. Apgar moved to accept the quote of \$3890 from 1st Impressions, contingent upon Mr. Gamble's agreement to pay \$1300.00 toward the project, seconded by J. Merrick. Motion carried.

- R. Apgar moved to authorize the Council President to sign the completed Agreement between Glen Rock Borough and Mr. Gamble, 9 Church Street, seconded by A. Stewart. Motion carried.
2. J. Brenneman provided an update on the ARLE Grant project. Penn DOT said the intent of the ARLE Grant is not for pre-emption only. Penn DOT suggested submitting for a new ARLE Grant, to include all additional funds needed; the budget total is over \$150,000, including engineering, single signal pole, and ADA ramps installation. J. Brenneman estimates the cost to re-apply is \$3000. If the Borough were awarded a second ARLE Grant, the first grant funds would be turned back (\$75,000). R. Apgar moved to authorize \$3000 for the engineer to re-submit a second ARLE Grant, seconded by J. Merrick. Motion carried.
 3. J. Brenneman provided an update on the Hanover Street CDBG project. YCPC has agreed to provide an additional \$25,000 for the project which should enable all of the south side up to Water Street to be completed. With this change, Shiloh has requested approval of change order and contract time extension until the end of September to early October, 2019. R. Apgar moved to approve Shiloh's change order and contract time extension until the end of September to early October, 2019, seconded by A. Stewart. Motion carried.
 4. J. Brenneman is representing a private resident for backed up drainage pipe at 28 Church Street. In order to complete the project, the drainage pipe needs to discharge into the Church Street storm sewer. R. Apgar moved to approve the connection of private drainage pipe to the Church Street storm sewer, seconded by J. Merrick. Motion carried.
 5. J. Brenneman discussed GR Mill Race project; work needed for repairs is more extensive than originally estimated. A survey is scheduled soon; that information will be provided to a structural engineer. Hydrology design to be completed after the survey. An estimate of \$70,000 has been provided by 1st Impressions, including installation of polymer (water proof plugging to provide stability).
 - R. Apgar moved to adopt Resolution 2019-14, resolution declaring emergency work at 50 Water Street, seconded by A. Stewart. Motion carried.
 - J. Merrick moved to authorize spending Liquid Fuel Funds and/or General Funds, not to exceed \$70,000 for the GR Mill Race project, seconded by A. Stewart. Motion carried.
 - R. Apgar moved to authorize an on-site visit for E. Gabel and J. Brenneman to review scope of project and E. Gabel to write an Agreement between Borough and GR Mill Inn, seconded by A. Stewart. Motion carried.

*J. Brenneman left the meeting at 8:55 PM.

SRPD Report

1. Sergeant D. Teague described Patrol Time and explained how the officers enforce abandoned vehicles in the Borough. SRPD does their best to educate residents to gain compliance.

Ordinance Violation Report

1. Council received an Animal Permit Application from the owners of 63 Valley Street for three hens, one duck, and one indoor cat. R. Apgar moved to approve the Animal Permit Application for three hens, one duck, and one indoor cat at 63 Valley Street, seconded by J. Merrick. Motion carried.
2. Council received an Animal Permit Application from the owners of 134 Valley Street for four chickens. R. Apgar moved to approve the Animal Permit Application for four chickens at 134 Valley Street, seconded by J. Merrick. Motion carried.

3. Borough is waiting for documentation from owner of 106 Terrace Heights regarding storage of vehicles.

*Leslie Wilson, a relative of the owner of 3 Terrace Heights, turned in three complaint forms, prior to Executive Session.

**Council recessed to Executive Session at 9:21 PM to discuss personnel matter.

**The Council meeting resumed at 9:37 PM.

Police Commission Report

1. Mayor Trout and Representative A. Stewart provided the following updates:
 - Commission received donation of \$1000 from students and now has \$18,000 for the Canine Program.
 - SRPD is reaching out to local municipalities currently using State Police, for possible growth of the department.
2. Council discussed the Intergovernmental Agreement process.

Recreation Board Report

1. J. Merrick moved to hire Alexandra Collier as the Director of the Summer Playground Program contingent upon her successful completion of all background checks, seconded by A. Stewart. Motion carried.
2. J. Merrick moved to provide \$700.00 of Recreation Funds to Alexandra Collier for Summer Playground Program expenses, upon successful completion of background checks, seconded by R. Apgar. Motion carried.
3. A Community Yard Sale may be scheduled in the fall.
4. GRAA's Storage area was vandalized at the park; Mike Knott tried his best to repair the doors.
5. Surveillance cameras need updated for the GR Park.

No Work Supervisor's Report

Secretary's Report

1. A. Merrick requested a motion to transfer \$250,000 from the General Fund to Reserve Funds to earn highest yield of interest. R. Apgar moved to authorize the transfer \$250,000 from the General Fund to Reserve Funds to earn highest yield of interest, seconded by J. Merrick. Motion carried.
2. General Code provided an estimate of \$1590-\$1820 plus Shipping & Handling to codify and supplement the newest Borough legislation, including Ordinance 325 and 491-498. A. Merrick requested a motion to accept the estimate from General Code not to exceed \$3000 to codify and supplement the new legislation, including Ordinances 325 and 491-498. R. Apgar moved to accept the estimate from General Code not to exceed \$3000 to codify and supplement the new legislation, including Ordinances 325 and 491-498, seconded by J. Merrick. Motion carried.
3. A. Merrick requested a motion to transfer \$106.44 from the In Lieu of Land Funds to the General Fund to reimburse for previously paid expenses. R. Apgar moved to transfer \$106.44 from the In Lieu of Land Funds to the General Fund to reimburse for previously paid expenses, seconded by J. Merrick. Motion carried.

4. A. Merrick requested a motion to transfer \$13,000 from the Rental Fund to the General Fund to pay budgeted expenses. J. Merrick moved to transfer \$13,000 from the Rental Fund to the General Fund to pay budgeted expenses, seconded by R. Apgar. Motion carried.
5. A. Merrick requested a motion to authorize the payment of the 2019 Minimum Municipal Obligation (MMO) for fulltime employees of \$12,000. R. Apgar moved to authorize the payment of the 2019 Minimum Municipal Obligation (MMO) for fulltime employees of \$12,000, seconded by A. Stewart. Motion carried.
6. A. Merrick requested a motion to authorize the use of Glen Rock Fire Police for Dallastown Borough's Flag Day Parade on June 14. R. Apgar moved to authorize the use of Glen Rock Fire Police for Dallastown Borough's Flag Day Parade on June 14, seconded by A. Stewart. Motion carried.
7. A. Merrick requested a motion to transfer Corporate Contributions of \$2410.21 from Friends of GRB Account to GR Recreation Fund Account. R. Apgar moved to transfer Corporate Contributions of \$2410.21 from Friends of GRB Account to GR Recreation Fund Account, seconded by J. Merrick. Motion carried.
8. A. Merrick requested a motion to transfer 2018 5K9 Bark for the Park Funds of \$2505.83 from Friends of GRB Account to GR Recreation Fund Account. R. Apgar moved to transfer 2018 5K9 Bark for the Park Funds of \$2505.83 from Friends of GRB Account to GR Recreation Fund Account, seconded by J. Merrick. Motion carried.

No Animal Control Officer's Report

South Penn Code Consultant's Report

1. SPCC completed twenty-seven rental inspections, issued two zoning permits, two residential building permits, and one commercial building permit in April, 2019.

Mayor's Report

1. Mayor Trout asked that Borough residents be reminded about Street Sweeping scheduled on May 22 & 23, 2019.

Building/Property Report

1. Lee Cook will soon begin repairs/painting of the steps/ramp at the Neuhaus Building (32 Main St).
2. Borough obtained a quote from Grace Electrical Service, LLC, to replace/upgrade the emergency lighting at the Neuhaus Building, for a cost of \$4044.90. Council discussed specifics of the project. J. Merrick moved to accept the quote and authorize Grace Electrical Service, LLC to complete proposed upgrade/replacement of emergency lighting at the Neuhaus Building, seconded by R. Apgar. Motion carried.

No Public Safety Report

Ordinance Committee Report

1. R. Apgar volunteered to serve on the Ordinance Committee.

Special Projects Report

1. Borough is obtaining a quote to replace remaining Borough owned street lights to LED's.

No Personnel Report

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 J. Merrick:
 - a. CGA Law Firm
 - i. April, 2019 Invoice \$ 2883.00
 - b. James R. Holley & Associates, Inc. 2411.75
 - c. South Penn Code Consultants LLC 2500.00
 - d. Compleat Restorations 1332.79Motion carried.
2. D. Young presented final payment of \$1350 due to 1st Impressions for completed project at 129 Manchester Street. R. Apgar moved to pay 1st Impressions their final payment of \$1350 from the General Fund for completed project at 129 Manchester Street, seconded by J. Merrick. Motion carried.

No New Business

President's Report

1. D. Young asked Council members to respond to emailed communication from the Borough Office.
2. D. Young reminded Council of the Code of Conduct adopted in January, 2019.

No Public Comment

R. Apgar moved to adjourn the meeting at 10:12 PM, seconded by J. Merrick. Motion carried.

Respectfully submitted,

Ann E. Merrick
Secretary/Treasurer