

**GLEN ROCK BOROUGH  
COUNCIL MEETING  
December 18, 2019**

**Present:** Rollin Apgar, Joseph DiCandeloro, Clay Gallegos\*, Jason Loudermilk, James Merrick, and Victoria Ribeiro

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

**The meeting was Called to Order** at 7:05PM by Vice-President R. Apgar beginning with the pledge to the flag.

**Announcements/Vacancies**

1. Vice-President R. Apgar presented Resolution 2019-23, appointing Rosemary Diehl to the Recreation Board for a two-year term ending December 31, 2021. J. Merrick moved to adopt Resolution 2019-23, seconded by V. Ribeiro. Motion carried.
2. Vice-President R. Apgar presented Resolution 2019-24, appointing Richard Super to the Zoning Hearing Board for a three-year term ending December 31, 2022. J. Merrick moved to adopt Resolution 2019-24, seconded by V. Ribeiro. Motion carried.
3. Joe Heisler submitted letter of resignation from the Planning Commission. J. Merrick moved to accept Joe Heisler's resignation from the Planning Commission effective immediately, seconded by V. Ribeiro.
4. Vice-President R. Apgar presented Resolution 2019-29, appointing Joe Heisler to the Zoning Hearing Board for a three-year term ending December 31, 2022. V. Ribeiro moved to adopt Resolution 2019-29, seconded by J. Merrick. Motion carried.
5. GR Planning Commission has three vacancies. The vacancies will be advertised in the next Borough Newsletter.

**Public Comment**

1. Jonathan Slade of Lineboro Maryland is planning to publish a quarterly newspaper called the Mason Dixon Surveyor.
2. Borough Resident Dan Good, 130 Hanover Street, suggested letters be mailed to Hanover Street residents concerning appropriate winter maintenance of new sidewalks. Mr. Good is also concerned with cracks and depressions, possible visible movement of structures like retaining walls on Hanover Street and would like the Borough to try to determine if there has been seismic activity or rise in the water table that is causing underground erosion.
3. Borough Resident Bill Stroud, 143 Hanover Street, is again asking Council to investigate depression in Hanover Street, which he thinks was caused by new construction on Winter Avenue. After discussing, C. Gallegos moved to authorize Work Supervisor to investigate depression on Hanover Street, and involve Borough Engineer, if needed, seconded by J. Loudermilk. Motion carried.

**Agenda**

1. Alexandra Collier, Chair of the Recreation Board, informed Council of upcoming meeting scheduled with Lori Yeich, DCNR, on January 21, to discuss possible grant to replace the basketball and tennis courts at the park. A. Collier also plans to reach out to DCED for available grant funding.

2. Lee Hoffheins, Tax Collector, discussed upcoming changes with YATB's involvement of the collection of Per Capita Taxes. Beginning in 2021, YATB will no longer maintain a Masterfile of municipal Per Capita Tax records; the Borough will need to maintain this Masterfile and L. Hoffheins will submit master list for printing tax bills/Masterfile records. Lee Hoffheins also requested payment from the Borough to attend Tax Collector's Convention. V. Ribeiro moved to pay Lee Hoffheins \$270 for convention expenses in 2020, seconded by J. Merrick. Motion carried.
3. Torry Sullivan, 139 Hanover Street, expressed distress of the removal of parking spaces along Hanover Street after the completion of the new sidewalk. Council discussed restoring the parking as it was prior to installation of new sidewalks. V. Ribeiro moved for the curb and street painting to be restored to the way it was prior to Hanover Street curb and sidewalk construction, seconded by C. Gallegos. Motion carried.

### **Approval of Minutes**

1. J. Merrick moved to approve the November 20, 2019 Council Minutes seconded by C. Gallegos. Motion carried.

### **Old Business**

1. Radar Speed Sign data package was not renewed. The sign will be placed on Hanover Street next; placement of the sign will rotate throughout the Borough.
2. Since Penn DOT was not helpful with Church Street vehicle violations, the Borough will need to reach out to Representatives/Senators.
3. Live-Streaming should be ready in 2020.
4. Council discussed Resolution 2019-25, supporting a citizen's commission for legislative and congressional redistricting. V. Ribeiro moved to adopt Resolution 2019-25, seconded by J. Merrick. Motion carried.

### **Restoration and Revitalization Report**

1. C. Gallegos met with Lee Irvin, Aquatic Resource Restoration Company; Mr. Irvin provided information about stream bank restoration and possible grants available for restoration including the 319 and Growing Greener Grants. Resident Abe Sharp attended a workshop held in Lancaster, Overcoming Risk from Extreme Weather through Green Infrastructure in Community Redevelopment. Mr. Sharp submitted a proposal for possible pre-consulting hours to beginning development of restoration project for the Borough.
2. Borough Revitalization work is planned for 2020.

### **Solicitor's Report**

1. E. Gabel will update Animal Ordinance with Council's additions and plans to email final version prior to next Council meeting.
2. E. Gabel submitted Zoning Ordinance amendments to YCPC; YCPC will review during their January 21, 2020 meeting.
3. E. Gabel will send Agreement of Sale for 1.73-acre parcel to the Borough for signatures. J. Merrick authorized D. Young to sign the Agreement of Sale, seconded by V. Ribeiro. Motion carried.
4. Phone conference with Representative Kate Klunk's office is scheduled for December 30 at 10 AM to discuss the removal of deed restrictions process for the sale of 25.16-acre parcel on Rockville Road.
5. E. Gabel informed Council of many liability issues related to emergency employees becoming Borough employees and recommends against combining these two businesses.

### **Ordinance Violation Report**

1. Owner of 81 Manchester Street has completed repairs to gutters and is requesting a time extension to complete exterior painting. C. Gallegos moved to grant time extension until September 1, 2020 to complete exterior painting, seconded by J. Merrick. Motion carried.

\*J. Brenneman arrived for the meeting at 7:58 PM.

2. Borough will contact owner of 4 Manchester Street to request cleanup of sidewalk. Owner has provided Structural Engineer Report regarding stability of the structure for the damage when vehicle hit the structure. Owner needs to submit plans and permit application prior to beginning repairs.
3. Owner of 5 Terrace Heights requested an additional time extension to complete demolition/repair of garage. V. Ribeiro moved to grant a two-week time extension to apply for proper permit to complete demolition or rebuild of garage, must pay Notice of Violation Fees within two weeks, and if not compliant, the Borough will take further action, seconded by J. Merrick. R. Apgar, J. DiCaneloro, J. Loudermilk, J. Merrick, and V. Ribeiro voted in favor; C. Gallegos was opposed; motion carried.
4. Council discussed the RV parked on Argyle Avenue. C. Gallegos moved to authorize E. Gabel to draft a letter to the owner of the RV, informing that he needs to apply for a variance or park his RV at another location, seconded by J. DiCaneloro. Motion carried.

### **Police Commission Report**

1. The following updates were discussed:
  - IGA Committee will be addressing all concerns and hopes to have a draft ready for review in late February or early March.
  - Copies of the 2018 Audit will be provided to each municipality.
  - Stock & Leader is offering 101 Municipal Training to all municipalities/police commission members on January 23, 5 PM at the York Country Club; anyone interested should contact C. Gallegos.
  - Stacy Gallegos has been hired to record the Police Commission minutes.

\*C. Gallegos left the meeting at 8:12 PM.

### **Recreation Board Report**

1. Security Cameras have now been installed at the park.
2. New website, [www.glenrockbarkforthepark.com](http://www.glenrockbarkforthepark.com) is accepting online park/pavilion reservations.
3. Mulch is scheduled to be spread at the park on May 3, beginning at 1 PM.

### **Borough Engineer's Report**

1. J. Brenneman provided an update for the intersection of American Legion's driveway with Manchester Street. Penn DOT has no records showing the removal of inlets along Manchester Street. Council discussed the best way to move forward; need to determine what issues exist. V. Ribeiro moved to authorize the engineer to schedule an on-site meeting with Penn DOT, Borough, GR Authority and Legion, seconded by J. DiCaneloro. Motion carried.
2. Council discussed sizes of parking spaces in relation to Hanover Street parking concerns.

3. J. Brenneman announced that Penn DOT has awarded the Borough with \$200,000 for upgrades to the traffic signal light.

\*J. Brenneman left the meeting at 8:37 PM.

### **No Work Supervisor's Report**

#### **Secretary's Report**

1. A. Merrick thanked Council for their generosity in 2019, not necessary but greatly appreciated.
2. A. Merrick requested a motion to adopt Resolution 2019-26, appointing Hamilton & Musser, P. C. as an independent auditor to examine the Borough's accounting records for the fiscal year ending December 31, 2019, as required by and in compliance with the Borough Code. J. Merrick moved to adopt Resolution 2019-26, seconded by V. Ribeiro. Motion carried.
3. A. Merrick requested a motion to adopt Resolution 2019-27, providing for supplemental appropriations and transfers remaining in the 2019 Budget be transferred to any and all budget accounts that have over-expended balances. J. Merrick moved to adopt Resolution 2019-27, seconded by V. Ribeiro. Motion carried.
4. A. Merrick requested a motion to authorize the Finance Committee to close out the 2019 Fiscal Year. J. Merrick moved to authorize the Finance Committee to close out the 2019 Fiscal Year, seconded by J. DiCandeloro. Motion carried.
5. A. Merrick requested a motion to transfer \$8000 from the Rental Fund to the General Fund for budgeted expenses. J. Merrick moved to authorize A. Merrick to transfer \$8000 from the Rental Fund to the General Fund for budgeted expenses, seconded by J. DiCandeloro. Motion carried.
6. A. Merrick requested a motion to transfer \$200 from the GRB Fire/Emergency Services Tax Fund to the General Fund for budgeted expenses. V. Ribeiro moved to authorize A. Merrick to transfer \$200 from the GRB Fire/Emergency Services Tax Fund to the General Fund for budgeted expenses, seconded by J. Loudermilk. Motion carried.
7. A. Merrick requested a motion to pay Grace Electrical Services for all outstanding invoices, Not to Exceed \$4800 for upgrading bulbs/heads of street lights to LED's. J. Loudermilk moved to authorize the payment not to exceed \$4800 to Grace Electrical Services for all outstanding invoices for upgrading bulbs/heads of street lights to LED's, seconded by V. Ribeiro. Motion carried.

### **No Animal Control Officer's Report**

#### **South Penn Code Consultant's Report**

1. SPCC issued two zoning permits and one building permit in November, 2019.

### **Mayor's Report**

1. Mayor Trout has coordinated with SRPD Chief for coverage for Christmas Eve.

### **Building/Property Report**

1. J. Merrick received quote of \$1650 from Summit Landscaping to provide initial maintenance of the Rain Garden. Keel-Mar's quote is thought to be less than Summit Landscaping's quote. V. Ribeiro moved to approve Keel-Mar's quote, not to exceed \$1400 to clean up the Rain Garden, seconded by J. Loudermilk. Motion carried.

### **No Public Safety Report**

### **Ordinance Committee Report**

1. Council discussed whether signs have been ordered and installed to prohibit engine braking. This matter will need to be discussed with the Council President.

### **Special Projects Report**

1. The electronic recycling program has been removed from the Borough's agenda due to lack of support.

### **Personnel Report**

1. V. Ribeiro moved to approve end of year bonuses for employees, seconded by J. DiCandeloro. J. Merrick abstained from vote. Motion carried.

### **Finance Report**

1. R. Apgar presented the invoices over \$500.00 for payment through the General Fund. J. Merrick moved to pay the following invoices over \$500.00, using the General Fund, seconded by V. Ribeiro:

a. CGA Law Firm – October Invoice	\$1430.00
November Invoice	1445.00
b. James R. Holley & Associates, Inc.	893.75
c. South Penn Code Consultants LLC	1455.60

Motion carried.
2. Resolution 2019-28, fixing the tax rate for the year 2020, was presented for adoption. J. Merrick moved to adopt Resolution 2019-28, seconded by J. DiCandeloro. Motion carried.
3. Service Agreement for MetLife 457b Program was presented. J. Merrick moved to authorize D. Young to sign the Brighthouse Financial Service Agreement for MetLife 457b Program, seconded by J. Loudermilk. Motion carried.

### **New Business**

1. Council discussed use of the park after dusk and suggested the use of additional security cameras might be helpful to locate repeat offenders.
2. Council discussed lighting at the park and suggested brighter street lights to help deter people from "hanging out."
3. New representatives/alternates for Police Commission will be appointed during the January 6, 2020 re-organizational meeting.
4. Council members requested ticket books for writing tickets for parking violations during snow storms/street sweeping. Mayor J. Trout will discuss with SRPD.

### **No Vice-President's Report**

#### **No Public Comment**

Re-Organizational Meeting is scheduled on January 6, 2020, 7PM at the Borough Office.  
J. Merrick moved to adjourn the meeting at 9:10 PM, seconded by V. Ribeiro. Motion carried.

**Respectfully submitted,**

Ann E. Merrick  
Secretary/Treasurer