

**GLEN ROCK BOROUGH
COUNCIL MEETING
November 20, 2019**

Present: Rollin Apgar, Clay Gallegos*, Jason Loudermilk, James Merrick, and Doug Young

Others Present: Evan Gabel, Esq., John Trout, Mayor, Ann Merrick, Sec/Treas., and four 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 presented and thanked Ann Merrick with a service award from York County Borough's Association, in recognition of fifteen years of service to Glen Rock Borough.
2. President D. Young presented and thanked Ron McCullough with a service award from York County Borough's Association, in recognition of seventeen years of service as Mayor to Glen Rock Borough.
3. Nick Wagner submitted a letter of resignation from Council. R. Apgar moved to accept N. Wagner's letter of resignation from Council immediately, seconded by J. Merrick. Motion carried.
4. Borough resident Joseph Dicaneloro submitted a letter of interest for the vacancy created during last month's meeting. J. Merrick moved to appoint J. Dicaneloro to the vacancy on Council; motion did not receive a second. R. Apgar moved to appoint Victoria Ribeiro to Council vacancy with term ending January 1, 2020, created during last month's meeting, seconded by J. Merrick. R. Apgar, J. Loudermilk and J. Merrick voted in favor; D. Young opposed. Motion carried.
5. President D. Young re-addressed the letter of interest received and moved to appoint Joseph Dicaneloro for new vacancy on Council, term expiring January 1, 2020, seconded by J. Merrick. R. Apgar, J. Merrick and D. Young voted in favor; J. Loudermilk opposed. Motion carried.
6. GR Zoning Hearing Board has one vacancy.
7. GR Planning Commission has two vacancies.

No Public Comment

Agenda

1. Cindy Duzan-Steyer presented information about the organization Fair Districts PA, a nonpartisan, statewide coalition working to create a redistricting process that is transparent, impartial and fair and is requesting a resolution in support of a citizen's commission for legislative and congressional redistricting. Council will read through information and make a decision during their December Council meeting.

Approval of Minutes

1. R. Apgar moved to approve the October 16, 2019 Council Minutes seconded by J. Merrick. Motion carried.
2. R. Apgar moved to approve the October 30, 2019 Quarterly Council Minutes seconded by J. Merrick. Motion carried.

Borough Engineer's Report

1. R. Apgar moved to authorize YCPC to make second payment of \$23,968.80 to Shiloh Paving & Excavating, Inc. for the Hanover Street Curb/Sidewalk Improvement project, CDBG project #45522303, seconded by J. Merrick. Motion carried.
2. R. Apgar moved to authorize YCPC to make the final payment of \$20,778.00 to Shiloh Paving & Excavating, Inc. for completion of the Hanover Street Curb/Sidewalk Improvement project, CDBG project #45522303, seconded by J. Merrick. Motion carried.
3. Council discussed Hanover Street CDBG Project Phase 3. YCPC received minimal responses for income surveys and did not meet the income requirement for the CDBG Grant. YCPC may research another option which includes an extensive income survey, documentation of assessments, approval of proposed change to the CDBG Grant Program and implementation of new procedures. YCPC may have more information available in 2020.
4. R. Apgar moved to formally accept Change Order #1 for the Glen Rock Mill Race, which increases the cost of the project by \$4500.00 for installation of concrete vault, seconded by J. Merrick. Motion carried.
5. 1st Impressions submitted a final invoice of \$13,158.88 for completion of the Glen Rock Mill Race project. R. Apgar moved to pay \$6579.44 using the General Fund and \$6579.44 using Liquid Fuel Funds, seconded by J. Merrick. Motion carried.
6. Council asked A. Merrick to contact Atlantic Stormwater to secure a date for clean out of the Glen Rock Mill Race.
7. J. Brenneman has contacted Penn DOT regarding Manchester Street collapse in front of entrance to the American Legion. Penn DOT will research and then will follow up with the Borough Engineer.

Old Business

1. Radar Speed Sign was recently removed from Valley Street and will be posted again when batteries are recharged.
2. Penn DOT completed their review of Church Street and indicated that no changes are warranted for current road signage.
3. Live-Streaming should be ready for the December Borough Council Meeting.
4. Comcast will contact the Borough closer to renewal date for the Cable Franchise Agreement.

Solicitor's Report

1. E. Gabel provided a final draft of Animal Ordinance for Council to review.
2. E. Gabel provided a final draft of amendments to the Zoning Ordinance for the keeping of livestock and defining Agriculture. Process to adopt this ordinance includes review by YCPC, holding a hearing for Borough Residents, and then advertising. R. Apgar moved to authorize the solicitor to forward the draft amendments to the Zoning Ordinance to YCPC, seconded by J. Merrick. Motion carried.
3. Council discussed sale of the 1.73-acre parcel on Rockville Road. E. Gabel will contact buyer, Andrew and Lisa Stewart to finalize Agreement of Sale. R. Apgar moved to authorize Council President D. Young to sign the finalized Agreement of Sale for 1.73-acre parcel located on Rockville Road, between the Borough and Andrew and Lisa Stewart, seconded by J. Merrick. Motion carried.
4. E. Gabel reported about the Bill being drafted for removal of Project 70 requirements for GRB's 25.16-acre parcel on Rockville Road.

5. E. Gabel advised that he has received several requests for payoffs for 3 Holly Lane property. Borough will send code and foreclosure information to the new owner, the Bank, for this property.
6. Delta Borough received a state grant to replace sidewalks. E. Gabel will investigate what grant provided the funds for Delta Borough's project.

Ordinance Violation Report

1. Owner of 133, 135 Main Street has applied for a demolition permit.
2. Owner of 35 Junior Street applied and received an approved demolition permit.
3. The owner of 37 Glen Avenue requested a time extension until December 31, 2019 to complete their front porch repairs. R. Apgar moved to grant a time extension until December 31, 2019 for the owners of 37 Glen Avenue, to complete front porch repairs, seconded by J. Merrick. Motion carried.

Police Commission Report

1. Mayor Trout provided the following updates:
 - New Freedom Borough appointed a new alternate to Police Commission.
 - SRPD is concentrating on Church Street violations.
 - Commission adopted their 2020 Budget.
 - Commission did not discuss the Intergovernmental Agreement during their November Meeting.

Recreation Board Report

1. Website (www.glenrockbarkforthepark.com) has been updated; park/pavilion reservations will now be scheduled online.
2. Board requested updates for the Borough website (www.glenrockpa.org).
3. Santa Paws event is scheduled December 1 at the Glen Rock Dog Park, 10am.
4. New security system project is progressing.

Police Commission Report continued

- One SRPD officer and several YC Sheriff's are scheduled to work Christmas Eve.
- GR Fire Police need to be notified for GRB's Tree Lighting on December 1, 6pm.
- Santa is scheduled to ride GR Fire Truck on December 19.

Work Supervisor's Report

1. WS thanked Council for their support while he was off work recovering from surgery.
2. Final leaf pickup is scheduled for November 25-27.
3. New tires have been ordered for the 2014 F-550 Dump Truck.
4. New tar buggy is available for use. R. Apgar moved to approve the purchase of one skid of tar for a cost not to exceed \$1800, seconded by J. Merrick. Motion carried.
5. WS/Borough Office is updating list of eligible snow plow operators.
6. Council discussed offering electronics recycling to Borough residents. R. Apgar will contact York County municipalities who provide electronic recycling, to ask what makes their program successful and how do they control dumping of ineligible items.

*C. Gallegos arrived for the meeting at 8:25 PM.

7. Council discussed Columbia Gas project for replacement of gas mains on side streets off of Church Street. R. Apgar moved to authorize J. Brenneman to coordinate and ensure the street cut permit requirements are being followed properly by Columbia Gas, seconded by J. Merrick. Motion carried.

Secretary's Report

1. A. Merrick requested a motion to donate \$500 to the York County South Central Senior Center as budgeted for 2019. J. Merrick moved to authorize the donation of \$500 to the York County South Central Senior Center as budgeted for 2019, seconded by R. Apgar. Motion carried.
2. Verizon/Met Ed is planning to relocate the temporary utility pole from 13 Baltimore Street to the edge of the Valley Street bridge on Baltimore Street with Penn DOT's approval. R. Apgar moved to keep the utility pole at 13 Baltimore Street. Motion died for lack of a second. After additional conversation, R. Apgar moved to keep the temporary utility pole at its current location on the property of 13 Baltimore Street, seconded by C. Gallegos. Motion carried.
3. Council discussed the Hufnagel Safety Inspection Report completed by York County Library System. The Borough will replace ceiling tiles in the utility closet, and purchase fire extinguisher for the library. R. Apgar moved to authorize the library to make modifications as needed at the library's expense, seconded by J. Merrick. Motion carried.
4. Council discussed storage of books, filing cabinets, boxes etcetera in the hallway behind folding screen. Fire Chief is concerned with library using this space as permanent storage and would like the hallway cleared. Fire Chief will issue a letter to the Library.
5. Grace Electric estimate was reviewed to replace four dusk to dawn lights to LED dusk to dawn lights for a cost of \$1360.32. R. Apgar moved to approve Grace Electric's estimate of \$1360.32 to upgrade four street lights to LED dusk to dawn lights, seconded by J. Merrick. Motion carried.
6. A. Merrick requested approval to sign confirmation of services with Hamilton & Musser for 2019 DCED Audit. R. Apgar moved to authorize A. Merrick to sign the confirmation of services with Hamilton & Musser for 2019 DCED Audit, seconded by J. Merrick. Motion carried.

No Animal Control Officer's Report

South Penn Code Consultant's Report

1. SPCC completed eight rental inspections, issued three zoning permits, one building permit, and one commercial zoning permit in October, 2019.

No Mayor's Report

Building/Property Report

1. J. Merrick has meeting scheduled for November 21 with Summit Landscaping to obtain a quote for maintenance of the Rain Garden.

Public Safety Report

1. Spring Grove Borough has signed an Agreement with York Area Regional for police services.
2. R. Apgar met with Mayor J. Trout and Ed Bailey, GR EMS, Inc. to begin discussion of possible consolidation of emergency services, payroll and employee options. R. Apgar moved to authorize E. Gabel to investigate the interface of ambulance services, seconded by C. Gallegos. Motion carried.

No Ordinance Committee Report/No Special Projects Report/No Personnel Report.

Finance Report

1. D. Young 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 R. Apgar:

| | |
|---------------------------------------|------------|
| a. James R. Holley & Associates, Inc. | \$ 2032.25 |
| b. General Code | 995.00 |
| c. South Penn Code Consultants LLC | 1850.00 |

Motion carried.
2. Council discussed final 2020 Budget notes including no increase for Real Estate Taxes. C. Gallegos moved to advertise the 2020 Budget as presented with adoption planned for December Council meeting, seconded by R. Apgar. Motion carried.

New Business

1. C. Gallegos shared information from discussion with Rodney Krebs and Work Supervisor for possible maintenance property expansion. C. Gallegos moved to authorize E. Gabel to begin development of a plan for annexation of property currently located in Shrewsbury Township, seconded by J. Merrick. Motion carried.
2. C. Gallegos shared some ideas about creek restoration, creation of wetland areas, and revitalization of the Borough. C. Gallegos moved to organize a Restoration/Revitalization Committee for GRB, seconded by R. Apgar. Motion carried. C. Gallegos moved to authorize South Penn Code Consultants to investigate the creek side structure of 3/5 Hanover Street, seconded by J. Merrick. Motion carried.

No President's Report

No Public Comment

Executive Session

**Council recessed to Executive Session at 9:20 PM to discuss District Magistrate Hearing and litigation update.

**The Council meeting resumed at 9:25 PM.

Old Business continued

5. The issue with RV parking on Argyle Avenue remains unresolved.
6. Council has noticed loitering toward the rear of Wetzel's parking lot. This information should be shared with SRPD.
7. Wetzel's parking lot has a sign advertising parking spaces for rent; more information is needed about the use of this space.

C. Gallegos moved to adjourn the meeting at 9:28 PM, seconded by R. Apgar. Motion carried.

Respectfully submitted,

Ann E. Merrick
Secretary/Treasurer