

**GLEN ROCK BOROUGH
COUNCIL MEETING
February 19, 2020**

Present: Rollin Apgar, Jason Loudermilk, James Merrick, Victoria Ribeiro and Doug Young

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

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

Announcements/Vacancies

1. President D. Young announced an Executive Session for the end of the meeting to discuss pending litigation for the Villanova Case.
2. GR Planning Commission has two vacancies.

Public Comment

1. Kim Butcher, Mayor of New Freedom Borough and Erica Rearich, Community Representative for New Freedom Borough, introduced themselves as the New Freedom Borough Intergovernmental Committee. They are interested in coordinating efforts, working together with the Sothern York County communities.

Agenda

1. Stephen Martinez, Executive Director and Otto Cruz, Field Service Representative, SPCA, introduced themselves, asking for continued support for their services. As the newly appointed director, Mr. Martinez said he is updating and improving best practices. He is concerned that Glen Rock Borough does not have a current agreement with SPCA and would like Council to re-consider their decision. He requested further discussion regarding new initiatives/upcoming programs available to residents of York County.

*Mayor J. Trout entered the meeting at 7:15 PM.

Approval of Minutes

1. R. Apgar moved to approve the January 29, 2020 Quarterly Council Minutes seconded by V. Ribeiro. Motion carried.

Old Business

1. Radar Speed Sign is currently on Church Street.
2. Sale of 25.16-acre parcel on Rockville Road will be advertised again.
3. York County Planning Commission (YCPC) is working on a new process for CDBG projects, to adjust to new HUD requirements which includes income surveys that must be completed by all properties within project area.

Solicitor's Report

1. E. Gabel reviewed YCPC's comments for amendments to the Zoning Ordinance. E. Gabel will incorporate the recommendations into Zoning Ordinance and provide final draft for next meeting. CGA will handle advertisement of amendments to Code of Ordinances.

2. E. Gabel will add the Dog Park Rules to amendments of the Animal Ordinance. He believes the Dog Park rules are enforceable because the Borough owns the park.
3. Council discussed regulations for Adult Entertainment establishments in the Borough.
4. E. Gabel will email Agreement of Sale for 1.73-acre, Rockville Road parcel to the Borough; closing on this property should be straight forward and occur within the next several weeks.
5. E. Gabel discussed requirements for email retention by Council Members and suggests each Council Member establish a separate email account for Borough business.
6. E. Gabel provided copies of Lease Agreement with York County Library System for Arthur Hufnagel Public Library. Agreement will be distributed to obtain signatures.

Ordinance Violation Report

1. E. Gabel wrote a letter to the owner of RV parked in front of 34 Argyle Avenue. Owner requested a Variance Application. Application was mailed; no other response was received. If there is no response by February 23, a Notice of Violation will be issued as long as the RV is still parked on Argyle Avenue.
2. On site meeting is scheduled for February 21, 8am to discuss expired permit and other repairs for 140 Hanover Street.
3. 17 Main Street received a courtesy letter for storage of junk vehicles.
4. SPCC will issue a letter to the owner of 75 Manchester Street for renewal of permit to complete deck removal/securing the door to deck.
5. Response letter received today from owner of 139 Manchester Street for possible change of use for parking lot at this location. Letter will be sent to SPCC for their interpretation; no action to be taken by Borough Council.
6. SPCC does not track expiration dates of permits; the Borough Office will now be keeping track of permit expiration dates.
7. The overweight vehicles currently parked in the Municipal Parking Lot are being addressed by the Borough.
8. Work Supervisor is willing to issue parking tickets for street sweeping and snow plowing violations. V. Ribeiro moved to adopt a Resolution authorizing the Work Supervisor to issue tickets for street sweeping and snow plowing violations, seconded by R. Apgar. Motion carried.
9. Council discussed possible solutions for blighted properties, including 3 Holly Lane. Council plans to meet with YCEA to discuss possible land bank and/or any other ideas for managing blighted properties.

Police Commission Report

1. Finance Committee is reviewing use of reserve funds and plans to designate specific uses of the funds including but not limited to arbitration, vehicle expenses and benefits for retiring employees.
2. IGA Committee is still working on another draft. GRB did not have participation on the committee for several years; now there is better participation from all members. First draft of the IGA was shared in October, 2019.

Recreation Board Report

1. Bark for the Park event is scheduled on September 12, noon – 4pm; no run is planned.
2. Summer Playground Program is scheduled in July, 2020.
3. Recreation Board is developing a kid-friendly zone as part of GR Arts & Brew Fest May 30.

Work Supervisor's Report

1. Maintenance Department is looking for a pickup truck; they are requesting additional funds for this purchase.
2. WS met with engineer from HRG, Inc. to review Argyle Avenue Bridge recommendations. Deck of bridge does not need replaced; bridge already has a concrete deck. As weather permits, other tasks will be completed.
3. "No Dumping" sign has been posted at the dumpster located at the park. A second sign has been ordered, to be installed at this location.
4. Speed Limit signs were posted on Rexwood Drive.

Secretary's Report

1. No one volunteered to serve as the Representative or Alternate for the YC Storm Water Consortium.
2. A. Merrick requested a motion to transfer \$5000.00 from the Rental Fund to the General Fund for budgeted expenses. R. Apgar moved to transfer \$5000.00 from the Rental Fund to the General Fund for budgeted expenses, seconded by V. Ribeiro. Motion carried.
3. Council discussed the property located at 24 Hanover Street; questions should be directed to K. Hunnings, South Penn Code Consultants.
4. A. Merrick requested a motion to authorize the use of Glen Rock Fire Police for Glen Rock Borough events on May 30 and December 24, 2020. V. Ribeiro moved to authorize the use of Glen Rock Fire Police for Glen Rock Borough events on May 30 and December 24, 2020, seconded by R. Apgar. Motion carried.
5. A. Merrick requested a motion to authorize the use of Glen Rock Fire Police to assist with traffic control on March 29, 2020 by Springfield Township. J. Merrick moved to authorize the use of Glen Rock Fire Police to assist with traffic control on March 29, 2020 by Springfield Township, seconded by V. Ribeiro. Motion carried.
6. A. Merrick requested a motion to authorize the use of Glen Rock Fire Police to assist Fawn Grove Fire Police with traffic control for Kennard Dale HS Graduation on a date to be announced and Olde Tyme Days Parade on June 27, 2020. V. Ribeiro moved to authorize the use of Glen Rock Fire Police to assist Fawn Grove Fire Police with traffic control for Kennard Dale HS Graduation on a date to be announced and Olde Tyme Days Parade on June 27, 2020, seconded by R. Apgar. Motion carried.
7. A. Merrick requested a motion to refund John L. Trout Sr. twenty percent of his 2019 Municipal RE Tax Bill, for his active volunteer status with GR Hose & Ladder. J. Merrick moved to refund John L. Trout Sr. twenty percent of his 2019 Municipal RE Tax Bill, for his active volunteer status with GR Hose & Ladder, seconded by R. Apgar. Motion carried.

No Animal Control Officer's Report

South Penn Code Consultant's Report

1. SPCC issued one commercial building permit and completed four rental inspections in January, 2020.

No Mayor's Report

Building/Property Report

1. Committee will be scheduling a meeting to discuss uses for the Neuhaus Building.

No Public Safety Report

Ordinance Committee Report

1. Council discussed making changes to Parking Ordinance, specifically parking on Hanover Street. J. Merrick moved to authorize the solicitor to prepare amendments to Code of Ordinances, Chapter 15 Section 402, seconded by R. Apgar. Motion carried.
2. President D. Young emailed suggested updates for Street Cut Ordinance and asked Council to read/provide comments in preparation for advertising/adopting.

Special Projects Report

1. Committee is asked to confirm a date for Spring Clean-up.

Personnel Report

1. President D. Young presented list of seasonal workers employed by the Borough: Donald Adams, Brian Fair, Chad and Joshua McCullough, J. Mike Shaver, all earning \$15.00/hour, and Payton Jackson, earning \$10.00/hour.

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. AmTrust North America, Inc.	\$1268.00
b. D. E. Gemmill Inc.	2095.90
c. Hamilton & Musser, PC	
i. 2019 Audit	5950.00
ii. 2020 Annual Tech Fees for QB Online	948.00
iii. 2020 Annual QB Online Payroll	630.00
d. South Penn Code Consultants LLC	1025.00

Motion carried.

No New Business

President's Report

1. V. Ribeiro moved to adopt Resolution 2020-11, cooperating with the 2020 United States Census Bureau to ensure and promote an accurate count for the County of York, seconded by R. Apgar. Motion carried.
2. Council discussed House Bill 349 of 2019 which will require municipalities to retain two third-party agencies to enforce the Pennsylvania Uniform Construction Code. R. Apgar moved to adopt Resolution 2020-12, expressing opposition to Pennsylvania House Bill 349 of 2019, seconded by V. Ribeiro. Motion carried.
3. President D. Young attended Representative Kate Klunk's recent Open House.
4. Council is scheduled to meet with York County Economic Alliance on March 5, Noon, at the Borough Office, to discuss how to handle blighted properties.
5. Senator Kristin Phillips-Hill is planning a Grant Seminar for Local Governments on April 9, 6PM, York County School of Technology.
6. D. Young provided a traffic light project update.

No Public Comment

Executive Session

**Council recessed to Executive Session at 8:46 PM to discuss pending litigation for the Villanova Case.

**The Council meeting resumed at 8:50 PM.

R. Apgar moved to adjourn the meeting at 8:51 PM, seconded by J. Merrick. Motion carried.

Respectfully submitted,

Ann E. Merrick
Secretary/Treasurer