

GLEN ROCK BOROUGH COUNCIL MEETING
December 21, 2022

Present: Rollin Apgar, Sean O'Connor, Victoria Ribeiro and Amanda Rombach

Others Present: Evan Gabel, Esq.; Mayor John Trout; Ron McCullough, Work Supervisor; Ann Merrick, Sec/Treas; three visitors

Zoom: Not connected

Phone Connection: Borough Engineer Jason Brenneman, P. E.

The meeting was Called to Order at 7:00PM by President R. Apgar with the pledge to the flag.

Executive Session was announced for the end of the meeting to discuss personnel and provide an update for litigation.

No Public Comment

Appeals to Rental Ordinance Violations

1. Kathy Fugate, owner of 23 Baltimore Street, requested a waiver of fees for non-compliance of rental ordinance inspection. V. Ribeiro moved to waive the rental ordinance violation fees for 23 Baltimore Street for a single time, seconded by A. Rombach. Motion carried.
2. William Russell, owner of 105/107 Hanover Street, requested a waiver of fees for non-compliance of rental ordinance inspections. V. Ribeiro moved to waive the rental ordinance violation fees for 105/107 Hanover Street for a single time, seconded by S. O'Connor. Motion carried.

Borough Engineer's Report

1. J. Brenneman is working on project plans and bid documents for final portion of Hanover Street that is eligible for CDBG funds to replace curb & sidewalks.
2. The Borough is still waiting for a signed agreement from GR Mill Inn for the GR Mill Race project; the deadline to respond is January 13, 2023. More to be discussed during the January Council meeting.
3. ARPA Grant application was submitted for the Hanover Street storm sewer project. The earliest response will be July, 2023.
4. Council discussed the quote from CB's Tree Service to remove a tree from 3 Holly Lane. V. Ribeiro moved to accept the \$3200 quote from CB's Tree Service for tree removal at 3 Holly Lane, seconded by A. Rombach. Motion carried.
5. No updates are available for 5 Hanover Street regarding ARLE Grant moving forward.

*J. Brenneman disconnected phone call at 7:11 PM.

Persons on Agenda

1. David Wooden, 23 Mudd Lane, experienced problems with a contractor he hired for an approved, permitted Residential project. Mr. Wooden provided Council with a written list of some of his concerns. Council agreed to make a good faith effort to investigate any issues related to service provided by and for the Borough.

Announcements/Vacancies

1. V. Ribeiro moved to appoint JRH & Associates as the Borough's representative to the YC Storm Water Consortium, seconded by S. O'Connor. Motion carried.
2. GR Planning Commission and GR Authority each have one vacancy.

Approval of Minutes

1. S. O'Connor moved to approve the November 16 Minutes, seconded by A. Rombach. Motion carried.

No New Business

Recreation Board Report

1. A. Rombach moved to approve the reimbursement of Recreation Board funds to Madison Schreyer for cookie kit expenses, seconded by V. Ribeiro. Motion carried.

Solicitor's Report

1. A. Rombach moved to authorize the solicitor to re-advertise the Borough meetings for 2023, changing the location to 1 Manchester Street, seconded by V. Ribeiro. Motion carried.
2. Council discussed the Rental Ordinance violations at 167 Hanover Street. V. Ribeiro moved to authorize the solicitor to send one final letter to the property owner of 167 Hanover Street, file District Justice action if required and execute on the judgement, seconded by A. Rombach. Motion carried.
3. Council discussed the adoption of Ordinance 515. V. Ribeiro moved to advertise an amendment to the applicable ordinance, to increase the EIT Refund for emergency volunteers to \$500, seconded by S. O'Connor. Motion carried.
4. Council discussed 133-135 Main Street property. V. Ribeiro moved to authorize the solicitor to file District Justice action if work has not commenced within thirty days of the previous letter mailed to owner by the solicitor, seconded by S. O'Connor. Motion carried.
5. Council needs to obtain 5% of registered electors on petition for reduction of number of council members.
6. Settlement with Zion Lutheran Church for the sale of the Water Street property is scheduled for December 28.
7. E. Gabel is working with J. Brenneman to develop easement agreements for the Hanover Street storm sewer project.
8. Amendments to the Borough's Zoning Ordinance were submitted to YCPC; when the comments are received, the secretary will send the comments and Ordinance to the GR Planning Commission for review.
9. The Ordinance Committee will review and recommend amendments for municipal parking lots.
10. PeoplesBank paid school taxes for 1 Manchester Street property. The Borough will have to reimburse the Bank and then request a refund from the school district for school taxes.

Work Supervisor's Report

1. Council discussed receipt of two quotes for filling in the swimming pool at 138 Park Avenue:
 - Bernard Anthony, \$11,800
 - G&S Concrete Inc., \$15,500

V. Ribeiro moved to accept the lowest bid from Bernard Anthony of \$11,800 for filling in the swimming pool at 138 Park Avenue and when work is complete, authorized E. Gabel to file a municipal lien, seconded by S. O'Connor. Motion carried.

Secretary's Report

1. S. O'Connor moved to approve the transfer of \$4475 from Rec Funds to General Fund to reimburse for payroll and taxes for seasonal recreation employees, seconded by A. Rombach. Motion carried.
2. S. O'Connor moved to adopt Resolution 2022-21, the appropriations resolution, seconded by A. Rombach. Motion carried.
3. S. O'Connor moved to adopt Resolution 2022-22, appointing Hamilton & Musser as the Independent Auditor for the 2022 Audit as budgeted, seconded by A. Rombach. Motion carried.
4. S. O'Connor moved to adopt Resolution 2022-23, a resolution fixing the tax rates for 2023, seconded by A. Rombach. Motion carried.
5. V. Ribeiro moved to adopt Resolution 2022-24, a resolution re-appointing Sarah Frane to the GR Recreation Board for a term to expire on December 31, 2025, seconded by A. Rombach. Motion carried.
6. V. Ribeiro moved to approve the transfer of \$13,000 from the Rental Fund to the General Fund for budgeted expenses, seconded by S. O'Connor. Motion carried.

No Animal Control Officer's Report/No Zoning Officer's Report/No Junior Council Member's Report

Mayor's Report

1. V. Ribeiro moved to adopt Resolution 2022-20, offering thanks and appreciation to the GR Carolers for 175 years of continuous tradition, seconded by A. Rombach. Motion carried.
2. Mayor Trout attended the PeoplesBank donation ceremony on December 18.
3. Mayor Trout participated in a presentation with local Cub Scouts.
4. Mayor Trout asked if Council would pay for floor cleaning of GR EMS meeting room. V. Ribeiro moved to pay for one floor cleaning of GR EMS meeting room, seconded by S. O'Connor. Motion carried.
5. R. Apgar thanked everyone for attending the building dedication ceremony on December 18.

Building/Property Report

1. Council discussed office hours. V. Ribeiro moved to approve new office hours by appointment only, Monday – Thursday, seconded by A. Rombach. Motion carried.
2. A. Merrick will obtain flood insurance quotes for 1 Manchester Street.

Public Safety Report

1. The committee plans to meet when the Borough receives a response from the SR Police Commission.
2. Council discussed hiring a neutral party to represent the Borough for police commission matters. V. Ribeiro moved to authorize R. Apgar to reach out to Barley Snyder to represent the GR Borough for police commission matters, seconded by A. Rombach. Motion carried.

Ordinance Report

1. Ordinance Committee will schedule a meeting to discuss parking for all municipal parking lots.

Special Project's Report

1. V. Ribeiro discussed the \$1,000,000 redevelopment assistance capital program grant which was awarded for redevelopment and improvements to several properties in Glen Rock Borough. The York County Trail Towns program also plans to apply for additional grant funds to assist with traffic calming in the Borough.
2. Stantec will present their recommendations for stream restoration, flood remediation and stormwater management during the January 18, 2023 meeting.

Personnel Report

1. Council discussed Christmas bonuses for regular and seasonal employees. V. Ribeiro moved to approve the following bonuses, seconded by S. O'Connor:
 - Work Supervisor and Secretary, \$1000;
 - Part-time Highway Worker, \$750, and
 - Part-time, seasonal borough employees, \$250/each.Motion carried.
2. Council discussed the secretary's use of personal cell phone for Borough business. V. Ribeiro moved to approve the payment of \$40.00/month for A. Merrick's cell phone invoice, seconded by A. Rombach. Motion carried.

No Strategic Planning Report

Beautification Committee Report

1. R. Shiles thanked Council for removing the bike along the Rail Trail.
2. The Beautification Committee is interested in maintaining planters at the entrance to the new Borough Building, 1 Manchester Street.
3. R. Shiles reminded Council about the retaining wall that is collapsing, located below the parking lot for the CS Convenience Store. The borough will investigate.

Finance Report

1. President R. Apgar presented the invoices over \$1000.00 for payment with the General Fund. V. Ribeiro moved to authorize the payment of invoices over \$1000.00, using the General Fund, seconded by A. Rombach:

a. CGA Law Firm	\$ 4854.00
b. CGA Law Firm	
• Settlement of Water Street property	16084.85
c. James R. Holley & Assoc.	5257.05
d. South Penn Code Consultants	
• August	2612.50
• Sept – Nov	3678.75
e. Stantec	16892.96

Motion carried.
2. V. Ribeiro moved to authorize the purchase of a drum of Liquid Mag for snow season, seconded by A. Rombach. Motion carried.
3. V. Ribeiro moved to adopt the 2023 Budget, seconded by A. Rombach. Motion carried.

Old Business

1. A. Rombach made contact with the Rotary Club and will be attending their January breakfast meeting.
2. The flag pole lights have been upgraded to LEDs at the GR Park.

President's Report

1. R. Apgar submitted letters of support for the GR Water & Sewer Authority COVID-19 ARPA grant applications.
2. R. Apgar anticipates receiving an update soon from Barley Snyder regarding 5 Hanover Street ARLE Grant project.

Police Commission Report

1. The Commission has not completed the 2023 Budget; no action was taken by Council.
2. During the December meeting, the Commission said they would send a letter to GRB, but no letter has been received.
3. Council will ask Barley Snyder for their legal opinion regarding the requirements of the Intergovernmental Agreement.

Executive Session

**Council recessed to Executive Session at 8:35 PM to discuss a possible litigation.

**The Council meeting resumed at 8:40 PM.

President's Report continued

3. S. O'Connor moved to pay fulltime employees for their unused vacation time on the last payroll of December, 2022, seconded by A. Rombach. Motion carried.

No Public Comment

***January 18, 2023 Council meeting** will be held at 1 Manchester Street.

V. Ribeiro moved to adjourn the meeting at 8:42PM.

Respectfully submitted,

Ann E. Merrick
Secretary/Treasurer