

**GLEN ROCK BOROUGH COUNCIL MEETING**  
**January 18, 2023**

**Present:** Rollin Apgar, Jason Loudermilk, Joshua Miller, Victoria Ribeiro and Amanda Rombach

**Others Present:** Evan Gabel, Esq.; Mayor John Trout; Ron McCullough, Work Supervisor; Isabella Frane, Junior Council Member, Ann Merrick, Sec/Treas; eight 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.

**No Public Comment**

**Persons on Agenda**

1. Abigail Lipka, new owner of 37 Manchester Street: Ms. Lipka provided her plans for the property and shared her concerns with water runoff from Pleasant Street entering the rear of her building. Work Supervisor will investigate water runoff during next hard rain.

**Borough Engineer's Report**

1. J. Brenneman is beginning design and preparing bid documents for Hanover St CDBG project. He discussed the addition of 237 Hanover Street property and the necessity to add grading the yard near the sidewalk to the bid documents.
2. J. Brenneman discussed the GR Mill Race project; still no response from owner of GR Mill Inn about the Agreement. V. Ribeiro moved to grant an additional ninety-day extension to owner of GR Mill Inn to respond to the Borough for the Agreement for GR Mill Race project, seconded by A. Rombach. Motion carried.
3. Legal description was discussed for condemnation portion of property located at 5 Hanover Street.
4. The engineer has received the draft of easements for Hanover Street storm sewer project from the solicitor; easements will be reviewed prior to sharing with property owners.

\*J. Brenneman disconnected phone call at 7:17 PM.

**Announcements/Vacancies**

1. GR Planning Commission and GR Authority each have one vacancy.
2. V. Ribeiro moved to adopt Resolution 2023-01, re-appointment of Joe Heisler to the Zoning Hearing Board, term expiring December 31, 2025, seconded by A. Rombach. Motion carried.
3. V. Ribeiro moved to adopt Resolution 2023-02, re-appointment of Alexandra Collier-DeChristopher to the Recreation Board, term expiring December 31, 2023, seconded by A. Rombach. Motion carried.

**Approval of Minutes**

1. V. Ribeiro moved to approve the December 21 Minutes, seconded by A. Rombach. Motion carried.

**No New Business**

### **Recreation Board Report**

1. Recreation Board was awarded \$15,000 from the Marcellus Shale Legacy Grant Funds for installation of a Community Garden at the park. V. Ribeiro moved to authorize the Recreation Board to spend \$15,000 toward Community Garden expenses, seconded by J. Miller. Motion carried.

### **Solicitor's Report**

1. The solicitor mailed final notice to property owner of 167 Hanover Street; letter has deadline for response of January 31 or the solicitor will file District Justice action for the rental ordinance violations at 167 Hanover Street.
2. V. Ribeiro moved to adopt Ordinance 518, which amends the tax credit for the Volunteer Service Credit program, seconded by A. Rombach. Motion carried.
3. E. Gabel shared that York County has developed standardized volunteer requirements for the Volunteer Service Credit program. He will forward a copy of York County's requirements to the fire chief.
4. Final letter sent to the owner of 133-135 Main Street included a final thirty-day deadline to file permit application to make repairs at the property. SPCC should be authorized to post the structure as a dangerous structure.
5. Deeds will be recorded soon for PeoplesBank properties.

### **Work Supervisor's Report**

1. 2003 truck is being repaired for snow plowing issues.
2. New loader is being stored inside maintenance building.

### **Secretary's Report**

1. A. Rombach moved to authorize the GR Fire Police to assist with 2023 non-emergency events scheduled in Dallastown Borough, seconded by J. Miller. Motion carried.
2. Statements of Financial Interest Forms are due by May 1, 2023.
3. J. Miller moved to adopt Resolution 2023-03, to allow for participation and voting by telecommunications' device for Council members, seconded by A. Rombach. Motion carried.
4. J. Miller moved to adopt Resolution 2023-04 with the mayor accepting a waiver of compensation for 2023, seconded by A. Rombach. Motion carried.
5. A. Rombach moved to adopt Resolution 2023-05 with council accepting a waiver of compensation for 2023, seconded by J. Miller. Motion carried.
6. A. Rombach moved to adopt the following Resolutions, seconded by J. Miller:
  - 2023-06, fee schedule for SALDO and miscellaneous fees;
  - 2023-07, fee schedule for enforcement of unlawful growth of grass/weeds;
  - 2023-08, fee schedule for enforcement of excavation in streets, and
  - 2023-09, fee schedule for enforcement of residential rental units.Motion carried.
7. J. Miller moved to adopt Resolution 2023-10, a resolution that authorizes the Work Supervisor to issue parking tickets for Street Sweeping and Winter Storm Emergency Route violations, seconded by A. Rombach. Motion carried.
8. A. Rombach moved to execute the contract with YCPC for the 2021 CDBG Hanover Street Curb & Sidewalk project, seconded by J. Miller. Motion carried.

9. V. Ribeiro moved to grant a temporary waiver of refuse fees for 101 Manchester Street, vacant commercial property owned by Dennis Copp, seconded by J. Miller. Motion carried.
10. Secretary announced that contractor is planning to begin pool project at 138 Park Avenue in mid-February or early March.

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

#### **Junior Council Member's Report**

1. I. Frane expressed interest in the rehabilitation of the old movie theatre at 37 Manchester Street.

#### **Mayor's Report**

1. Mayor Trout presented Resolution 2022-20 to the GR Carolers. No problems were reported during Christmas Eve Carolers' event.

#### **Building/Property Report**

1. Council discussed flood insurance quote from Selective Insurance and opted to not accept the quote or the insurance policy for 1 Manchester Street.
2. V. Ribeiro moved to authorize the engineer to survey the borough's newly acquired Water Street property, seconded by J. Miller. Motion carried.
3. Council discussed the future use of the rear half of the Neuhaus Building; council anticipates using this area for meetings, community events, etc. V. Ribeiro moved to authorize the Building and Property Committee to work with the Fire Company to remove train displays from the rear of the Neuhaus Building, seconded by A. Rombach. Motion carried.
4. Council stated that the meeting room of 1 Manchester Street may be used by the public; use will be scheduled through the Borough.

### **No Public Safety Report**

#### **Ordinance Report**

1. Ordinance Committee shared the following recommendations for all municipal parking lots:
  - Manchester St. Parking Lot (next to Bailey's Archery): 12 Hour parking, seven days/week;
  - Manchester St. Parking Lot (1 Manchester Street): 2 Hour parking from 6am – 9pm, seven days/week;
  - Hanover St. Parking Lot (next to GR Hose & Ladder): 12 Hour parking, seven days/week;
  - Main St. Parking Lot: 12 Hour parking, seven days/week;
  - All lots: No unhooked trailers or vehicle repairs;
  - Glen Rock Park: Parking only while utilizing the park property/facilities during park hours and/or special events, and
  - All street parking: 48 Hour limit, seven days/week.Council discussed the recommendations. V. Ribeiro moved to approve all parking recommendations except for the street parking limit, seconded by A. Rombach. Motion carried.
2. Council discussed use of ticket books; the Mayor and Work Supervisor have ticket books. J. Miller moved to approve the purchase of ticket books for use by Council, seconded by A. Rombach. Motion carried.

### **Special Project's Report**

1. Stantec will present their recommendations for stream restoration, flood remediation and stormwater management during the February 15, 2023 meeting.

### **Personnel Report**

1. Holidays and personal time were clarified for fulltime employees. V. Ribeiro moved to approve all Federal Holidays and three personal days for fulltime employees and will be updated in the Employee Handbook, seconded by A. Rombach. Motion carried.

### **No Strategic Planning Report**

### **Beautification Committee Report**

1. The Committee will begin with garden preparation on Saturday, March 18, 9am.
2. Beautification Committee is planning Earth Day Spring Cleanup on April 22, 9am – noon. Borough will reserve a dumpster, provide garbage bags, advertise the event and order mulch.

### **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	\$ 4874.52
b. James R. Holley & Assoc.	3255.40
c. Southern Reg Police Commission	89831.00

Motion carried.

### **No Old Business**

### **President's Report**

1. R. Apgar suggested reducing the price on 3 Holly Lane property. A. Rombach moved to reduce the selling price of 3 Holly Lane property to \$69,900, seconded by J. Miller. Motion carried.
2. Council discussed recycling ordinance; the borough is not mandated by the state to offer recycling and may consider making changes to recycling and leaf pickup. Borough must dump leaves at a site approved by DEP to be eligible for grant funds for replacing equipment. Council will continue to discuss a plan for 2023.

### **Police Commission Report**

1. Commission provided final budget for 2023. J. Miller moved to approve the final budget for 2023 for Glen Rock Borough, seconded by A. Rombach. Motion carried.
2. E. Gabel has recused himself as legal representative for Glen Rock Borough for police commission matter. The Borough has cleared conflict with Barley Snyder and is waiting for their legal review.
3. 2023 is a Union re-organizational year for police officers.

### **No Executive Session**

V. Ribeiro moved to cancel the January 25 Quarterly Council meeting, seconded by J. Miller. Motion carried.

**No Public Comment**

J. Miller moved to adjourn the meeting at 8:33PM.

**Respectfully submitted,**

Ann E. Merrick  
Secretary/Treasurer