

**GLEN ROCK BOROUGH  
COUNCIL MEETING  
January 17, 2024**

**Present:** Rollin Apgar, John Locke, Chad McCullough, Joshua Miller, Amanda Rombach and J. Michael Shaver, Jr.

**Visitors:** One on Zoom and two in person.

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

**Telephone:** Jason Brenneman, P.E.

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

**Public Comment**

1. Kendall Cuthie, owner and resident of 39 Cottage Avenue  
Ms. Cuthie is requesting for the Borough to remove the municipal lien, which was placed against 35 Cottage Avenue due to limited insurance funds to complete demolition due to property fire.

**Announcements**

1. J. Miller moved to amend the January 17 Agenda to include a discussion and consideration for the removal of a municipal lien for a residential property under New Business, seconded by C. McCullough. Motion carried.

**New Business**

1. J. Miller moved to remove the municipal lien for 35 Cottage Avenue upon transfer/sale of property to Kendall Cuthie for a cost of \$1.00, seconded by C. McCullough. Motion carried.

**Public Comment continued**

2. Engineered drawings were received for 35 Junior Street.

**Borough Engineer's Report**

1. C. McCullough moved to adopt Resolution 2024-9, to submit three projects for the 2024 – 2026 CDBG Grant Cycle, seconded by J. Miller. Motion carried.
2. Safety structure work is completed for the GR Mill Race project.
3. A Grant was not awarded for the Hanover Street Storm Sewer project. The Borough has one signed easement agreement and must obtain two more. The Borough could use Liquid Fuel and/or Covid 19 ARPA Funds to complete the project. Work is estimated at \$200,000 and would need to go out to bid. The project includes new inlets and larger pipes to convey stormwater to the creek from Water Street to Manchester Street on Hanover Street. Easements need signed prior to going out to bid.
4. ARLE Grant project was discussed. Council discussed concerns about vehicles backing off the property at 5 Hanover Street onto Main Street and the timeline for bridge replacement project.
5. J. Brenneman will work with Work Supervisor on list of items from December 20 meeting and provide an update next month.

## **Persons on Agenda**

1. J. Brenneman and A. Merrick will write letter to the owner of 237 Hanover Street indicating the reasons for incline of driveway since curb and sidewalk were installed.

## **Vacancies**

1. Planning Commission and Sewer/Water Authority: one vacancy each.
2. Letter of interest received from Nick Hundertmark for the Recreation Board vacancy. A. Rombach moved to adopt Resolution 2024-10, appointing Nick Hundertmark to the Recreation Board, seconded by J. Miller. Motion carried.

## **Approval of Minutes**

1. J. Miller moved to approve the December 20, 2023 and January 2, 2024 Meeting Minutes, seconded by M. Shaver. Motion carried.

## **New Business continued**

2. Council decided on the following Committees:

### **BUILDING AND PROPERTY COMMITTEE**

- Chair: Rollin Apgar
- Member: Mike Shaver
- Member: Chad McCullough

### **ORDINANCE COMMITTEE**

- Chair: Mike Shaver
- Member: Chad McCullough
- Member: Joshua Miller

### **PUBLIC SAFETY COMMITTEE**

- Chair: Sean O'Connor
- Fire Chief: Cody Stiffler
- Member: John Locke

### **SPECIAL PROJECTS COMMITTEE**

- Chair: Rollin Apgar
- Resident: Victoria Ribeiro
- Member: Karen Gahs and Jason Siesko

### **FINANCE COMMITTEE**

- Chair: Rollin Apgar
- Member: Sean O'Connor
- Member: Joshua Miller

### **PERSONNEL COMMITTEE**

- Chair: Rollin Apgar
- Member: Sean O'Connor
- Member: Amanda Rombach

**STRATEGIC PLANNING COMMITTEE**

- Chair: Rollin Apgar
- Member: Amanda Rombach
- Member: Mike Shaver

**BEAUTIFICATION COMMITTEE**

- Chair: Karen Gahs
- Member: John Locke
- Member: Amanda Rombach

Police Commission Rep: Mayor John Trout, Sr.  
Recreation Board Rep: Amanda Rombach  
Hufnagel Public Library Rep: Rollin Apgar  
GR Water & Sewer Authority Rep: John Locke  
SCEMA Rep: Jim Merrick; Alternate: Rollin Apgar  
SR Planning Commission Rep: Ann Merrick; Alternate: Rollin Apgar

**Recreation Board**

1. No January meeting due to lack of quorum.
2. Board will be hiring a new Director for Summer Playground Program.

**Solicitor's Report**

1. Updates were provided for the following properties: 133-135 Main Street, 167 Hanover Street, 208 Hanover Street and 138 Park Avenue.
2. Zoning Ordinance and Zoning determination amendments have been submitted to YCPC for comments.
3. Council discussed Disruptive Conduct Reports for Rental Properties. The Ordinance Committee will review the solicitor's comments and make recommendations to Council.

**Secretary's Report**

1. J. Miller moved to approve the transfer of \$1830.80 from Covid 19 ARPA Funds to General Fund for payment of engineering invoices for GR Mill Race project, seconded b M. Shaver. Motion carried.
2. A. Rombach moved to approve the transfer of \$5000 from Rental Fund to General Fund for budgeted expenses, seconded by C. McCullough. Motion carried.
3. Council discussed rental ordinance and inspection requirements. C. McCullough moved to grant an additional sixty-days to K. Bailey to complete his 2023 Rental Inspections for 12 Manchester Street without penalty, seconded by A. Rombach. Motion carried.
4. J. Miller moved to approve the 2024 Preventative Maintenance Agreement with C. M. High, Inc. for the Traffic Signal, seconded by J. Locke. Motion carried.
5. A. Rombach moved to approve the transfer of \$250,000 from General Fund to Money Market Savings Account, seconded by M. Shaver. Motion carried.
6. The Borough was awarded two grants from the York County Open Space and Land Preservation Grant Program. The funds will be used for Kreb's Park.
7. ECI, the contractor for Met-Ed, is requesting authorization from the Borough to approve the removal of dead trees as needed from Borough property. J. Miller moved to authorize the Borough Office to provide property signature for removal of dead trees by ECI/Met-Ed as needed, seconded by C. McCullough. Motion carried.

8. A. Merrick provided an update from the Southern York County Regional Comprehensive Plan. Online Surveys will be available soon and will be posted on municipal websites and Facebook; participating municipalities will be asking for input to help plan and develop future policies for Southern York County.

**No Zoning or Animal Control Officer's Reports  
No Mayor's Report**

**Beautification Report**

1. Karen Gahs announced April 20 as Earth Day Clean up Day and will be looking for community and Borough support. Ms. Gahs asked for the Borough to obtain a dumpster for yard waste. The Borough will gather dumpster quotes.

**Building & Property Report**

1. GR Hose & Ladder has cleaned out the majority of train displays and items from the rear room of 32 Main Street property.
2. A sliding lock on over head door at 32 Main Street broke and was turned into insurance company; the deductible cost is \$500.

**No Ordinance/Personnel/Public Safety/Special Project Reports**

**Strategic Planning**

1. Project List will be provided to Council soon.

**Finance Report**

1. A. Rombach moved to authorize the payment of invoices over \$1000.00 using the General Fund, seconded by J. Miller:
  - a. CGA Law Firm \$ 3603.00
  - b. James R. Holley & Assoc. \$ NTE 8000.00 as billed
  - c. Security Fence Co. \$ 1925.00
  - d. Southern Reg. Police Comm. \$75000.00Motion carried.

**No Old Business**

**President Report**

1. Website needs updated quarterly.
2. President R. Apgar shared the current process for Complaints: discuss the complaint, provide a response letter. Council does not suggest changing the current procedures.

**No Public Comment**

M. Shaver moved to cancel the January 24 Quarterly Council Meeting, seconded by J. Miller.  
Motion carried.

Next Council Meeting is scheduled on February 21, 2024.

J. Miller moved to adjourn the meeting at 8:26 PM.

**Respectfully submitted,**

Ann E. Merrick  
Secretary/Treasurer