

GLEN ROCK BOROUGH
Council Meeting
September 17, 2025

Present: Rollin Apgar, Amanda Rombach, John Locke, Chad McCullough, Mike Shaver, Jason Siesko, Mayor Trout

Others Present: Evan Gabel, Esq., Becky Magnani, Secretary, Ann Merrick, Treasurer, Steve Bowers, Public Works

Zoom: Two online.

Visitors: Seven in person.

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

Announcements/Vacancies

- a. GR Water & Sewer has one vacancy
- b. Planning Commission has two vacancies
- c. M Shaver mad a motion to appoint Karen Hoffmanner to Glen Rock Borough Council with A Rombach providing a second; the motion carried unanimously.
- d. Mayor Trout swore in Karen Hoffmanner and requested a minute of silence for the recent violence in the community and nation.

Fire Chief, EMS Reports, EMA Reports - none

Public Comment – none

Engineer's Report

- a. Update on Krebs Park – the Building & Property committee met with the Borough Engineer and Borough Secretary on September 12th to walk through the park. The survey should be completed the week of September 22nd. The engineer noted there is a ten-foot easement on the property owner side and a twelve-foot easement on the Glen Rock Borough side.
- b. Update on Glen Rock Park Trail – DCNR approved the trail plan and Jason will be seeking Co-Stars vendors; hoping to have completed in Spring 2026.
- c. Update on Glen Rock Mill Race – Jason will meet the Structural Engineer onsite the week of September 22nd
- d. Update on Main Street Improvement Project – the survey work has started and HRG submitted the change in scope request for DCED's September meeting
- e. Update on Traffic Signal Project (ARLE grant) – no update to report from the contractor
- f. Update GR Water & Sewer street cut permits – the final paving (and project) has been completed.

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- g. Update on Codorus Street Building Damage – no update from the Borough Engineer, but Attorney Gabel is reaching out to the attorney for the owner of the building.
- h. Update on LSA Grants – the county grant is due at the end of September and the State grant is due at the end of November if Borough Council has any projects to submit.

Persons on Agenda

- a. Brian Augustyniak of York County Libraries reports that the flooring and painting have been completed in the library and work is still being done in the train room. The grand opening is still planned for mid-November 2025. Brian also requested help with painting the exterior of the building. Mike Shaver from public works will assist.
- b. Friends of the Library reported that invoices from contractors are coming in and will be provided to the Borough for payment from the insurance claim.

Complaints - none

Meeting Minutes

M Shaver made a motion to approve August 20, 2025 Meeting minutes; the motion was seconded by A Rombach and it carried unanimously.

New Business - none

Friends of Glen Rock Borough

Sarah Frane reported

- Trick or Treat Trail is October 31st from 6pm to 8pm
- Christmas in Glen Rock is December 6 – 7 from 11am to 4pm

GR Recreation Board

Sarah Frane reported

- The board is seeking grant funding for inclusive and exercise equipment
- 1st Annual Fall Festival is September 27 from 10am to 2pm
- Glen Rock Christmas Tree Lighting is Sunday, November 30 from 6:30pm to 8pm

Amanda Rombach made a motion to accept the proposal from Michael Hanley, Jr to update/repair the snack shack and bathroom at the Glen Rock Park for a total of \$15,360 upon receiving proof of worker's compensation insurance; M Shaver seconded the motion which carried unanimously.

Solicitor's Report

- a. Action Against Owner of 133-135 Main Street is moving forward and awaiting service
- b. The Agreement of Sale for Fair School Road Property - Trinity UCC Consistory has approved the sale to go to settlement

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- c. Discuss Permitting and Blighted Property Issues – M Shaver made a motion to authorize the solicitor the research blight issues to update the borough code of ordinances; J Siesko provided a second and the motion carried unanimously
- d. Ordinance repealing Per Capita Tax will be added to the October agenda

Work Supervisor's Report

The Road Salt contract was received for the August 2025 – July 2026 season at a price of \$83.50 per ton

Secretary's Report

- a. Disruptive Conduct Reports update – the tenant at 33 Hanover Street Apt D has been evicted.
- b. 43 Baltimore Street has a contract for a six-to-eight-week pest control plan.
- c. C McCullough made a motion to authorize the Secretary to sign the 2026 MMO Budget for TJA; A Rombach seconded the motion which carried unanimously.
- d. Neuhaus's Building Safe one sealed bid was received and opened at the meeting by President R Apgar for \$125 from Steven Bowers. M Shaver made a motion to accept the bid with J Locke seconded the motion which carried unanimously.
- e. Handicapped parking space application for 104 Hanover Street was received by the borough office; M Shaver made a motion to install the sign and paint the curb for the space with A Rombach provided a second. The motion carried unanimously.
- f. New Rental License for 104 Hanover Street was sent to the owner.
- g. Lester Court – development plans for Godfrey – Attorney Gabel will review.
- h. C McCullough made a motion to approve the Klugh Animal Control Contract for 2026 for \$300; A Rombach provided a second and the motion carried unanimously.
- i. J Siesko made a motion to authorize Advertisement of a Public Hearing Relating to Adoption of the Southern York County Regional Comprehensive Plan; A Rombach seconded the motion which carried unanimously.

Treasurer's Report

- a. The Treasurer reported two outstanding animal permits for 2025. M Shaver made a motion for the borough solicitor to file with the district magistrate; J Locke seconded the motion which carried unanimously.
- b. A Rombach made a motion to transfer of \$15,000 from the General Fund to the Recreation Fund (for the Open Space Community Garden Grant); C McCullough seconded the motion which carried unanimously.
- c. The Treasurer reported Glen Rock Borough received \$10,750 for Krebs Park Site Development Master Plan (Open Space Grant)
- d. The Treasurer reported Glen Rock Borough obtained an appraisal of the Water Street Property/Krebs Park in order to receive \$7,500 Open Space Grant Funds

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- e. The Volunteer Fire Relief Association allocation should be received this week and will be paid as soon as practical.
- f. Quickbooks/Positive Pay update/discussion – C McCullough made a motion to combine the Recreation and Rental funds into the General fund with J Siesko providing a second; the motion carried unanimously. C McCullough made a motion to implement Positive Pay for the General Fund with A Rombach providing a second; the motion carried unanimously.
- g. C McCullough made a motion to add the Assistant Treasurer as a check signer to all accounts; M Shaver provided a second; the motion carried unanimously.
- h. M Shaver made a motion to authorize an internal policy change for all checks to be signed by Council President and Vice-President with Treasurer/Assistant Treasurer as backup as needed; A Rombach provided a second; the motion carried unanimously.
- i. The Treasurer reported that late fees assessed for the rental license for 2 Water Street; 11 Main Street – this will be added to the October agenda if unpaid prior to the October meeting
- j. M Shaver made a motion to authorize the transfer of \$160,000 from reserve funds to General fund for settlement of Fair School Road property; C McCullough provided a second and the motion carried unanimously.

Michelle Klugh, ACO Report – no report

Zoning Officer's Report

- a. 47 Cottage Avenue – extend driveway – permit application emailed & copy given to S Bowers
- b. No permits have been applied for the building (for Use & Occupancy) or zoning for the Tattoo shop on Main Street. The Borough Secretary emailed applications to the owner of the building as well as the owner of the business. The Borough Council requests the BCO get involved as necessary. A Rombach made a motion to authorize President R Apgar to authorize any further action if necessary before the next council meeting to held in October; M Shaver seconded the motion which carried unanimously.
- c. 27 Hanover Street shed placed on property without a valid, approved permit and has referred the issue to the Zoning Officer.

Mayor John Trout

- a. Southern Regional Police Department reported that there is extra time allocated to the Borough because of the investigation into the death of a toddler.

Committee Reports

- a. Beautification
 - a. Beautification Clean Up Day will be September 20, 2025.
- b. Building and Property
 - a. Raintree will be out to do the work at the public works building later in September 2025.
- c. Ordinance - none

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- d. Public Safety - none
- e. Special Projects – Rollin Apgar
 - a. President R Apgar had a meeting with J Siesko and K Hoffmann to discuss America's 250th celebration to coordinate with Sarah Frane
- f. Strategic Planning – President Apgar would like to start setting 3 to 5 year goals.
- g. Personnel – a personnel issue will be discussed during executive session
- h. Finance
 - a. A Rombach made a motion to approve payment of invoices from the General Fund over \$1000; C McCullough seconded the motion which carried unanimously.

CGA Law Firm	\$ 2372.50
JR Holley & Associates, Inc.	\$ 1062.25
Ream, Carr, Markey, etc.	\$ 2790.00
Spangler and Boyer Mech. Inc.	\$ 1036.42
 - Treasurer Merrick requested confirmation of the August 21, 2025 payment Gettle Inc, \$1131.00 instead of \$1121.00 and South Penn Code Consultants LLC, \$2035.00 instead of \$2020.00 from the General Fund. A Rombach made a motion to approve the payment with M Shaver providing a second. The motion carried unanimously.
 - b. J Siesko made a motion to approve monthly journal entries and check lists; A Rombach seconded the motion which carried unanimously.

Old Business - none

President's Report

President Apgar inquired if there was any interest for community members in high school or college to join council as a junior council member. J Locke's son will send a letter of interest to the Borough Secretary.

Executive Session – Council entered into Executive Session at 9:16pm to discuss a personnel issue. Once the Council returned from Executive Session, the meeting was adjourned immediately by motion from M Shaver.

Respectfully submitted,

Rebecca Magnani, Secretary