

GLEN ROCK BOROUGH
Borough Council Meeting
April 18, 2012

Present:	Council Members:	Lucy Cadwallader Eugene Delahanty Carleen Warner Benjamin Wetzel Doug Young
	Solicitor:	Michelle Pokrifka
	Engineer:	David Lipinski
	Secretary:	Ann Merrick
	Visitors:	One visitor
Absent:	Council Member:	Rollin Apgar, due to Military Training Richard Shiles, due to illness

The meeting was Called to Order at 7:02P.M. by Council Member D. Young, with the pledge to the flag.

Persons on Agenda

1. Sue Good, GR Recreation Board Chair
Ms. Good requested that Council clarify which background checks are necessary for the Summer Park Program employees. She also is requesting a motion to hire applicants recommended by the GRRB and would like to review bids for repairs to the baseball outfield fence. Council discussed which background checks are necessary. C. Warner moved to amend the March 21, 2012 Minutes, to reflect the following information for background checks for Summer Park Program employees: new employees who are 18 years or older must complete all three background checks (State Police, Department of Public Welfare, and FBI Clearance), new employees who are under 18 years of age must complete State Police and Department of Public Welfare background checks; returning employees, under 18 years of age, must complete the State Police and Department of Public Welfare background checks every three years, and returning employees, who are 18 years or older must complete the State Police, Department of Public Welfare, and the FBI Clearance every three years, seconded by L. Cadwallader. Motion carried. Receipts and results of all background checks must be turned in to the Glen Rock Borough Office.
The GRRB recommends hiring Amy Shelley, \$14.00/hour, as the director of the program (which includes thirty hours of planning), and the following assistant directors, returning assistants at \$9.00/hour and new assistants at \$8.50/hour:

Krystal Steenwyk, Stephen Lutz, Elizabeth Lutz, and Adam Fishburn. The Summer Park Program is scheduled July 10 – August 2, 2012, 9:30am – Noon. C. Warner moved to hire Amy Shelley as the director, and Krystal Steenwyk, Stephen Lutz, Elizabeth Lutz, and Adam Fishburn, as assistant directors, seconded by B. Wetzel. Motion carried.

Announcements/Vacancies

1. GR Recreation Board has one vacancy. Council received one letter of interest from Borough resident, Ken Krebs. L. Cadwallader moved to appoint K. Krebs to fill the vacancy on the GR Recreation Board, seconded by B. Wetzel. Motion carried.

Borough Engineer's Report

1. D. Lipinski provided an update regarding the Municipal Parking Lot project, with ECS Geotechnical report received and reviewed. The drawings and bid documents will be prepared, as much as possible, based upon the recommendations in the Geotechnical report. However, the documents cannot be finalized until the DEP permit is received. Holley's Office will try to meet the June 30 deadline but cannot guarantee that all work will be completed. D. Lipinski recommended recessing the May meeting, instead of adjourning the May meeting, and then holding a reconvened May meeting later in May, to award the contract, for this project, as per Borough Code section 703 (2) and 709 (c). The solicitor stated that Council must post the date, time, and place of the reconvened meeting.
2. D. Lipinski provided an update for the Growing Greener Grant project. He has requested a one year extension to the grant deadline. D. Lipinski will submit a request to Joiann Galiano at YCPC to request using the Hanover Street CDBG funds for replacing/repairing curb and sidewalk along Church Street.
3. D. Lipinski reviewed all bids received for the School Street Project:

a. Stewart & Tate, Inc.	\$207,740.00
b. Shiloh Paving & Excavation, Inc.	216,809.75
c. Mar-Allen Concrete	219,929.00
d. Kinsley Construction	222,503.50
e. Fitz & Smith, Inc.	240,109.65
f. Conewago Enterprises, Inc.	250,844.00

B. Wetzel moved to accept all proposed bids, seconded by C. Warner. Motion carried.

Council discussed how to pay for the completion of this project. B. Wetzel moved to award the bid to Stewart & Tate, Inc., pending the receipt of all bid documents, using the General Fund, State Highway Aid Funds, and possibly a loan, if necessary, to pay for the project, seconded by L. Cadwallader. Motion carried.

4. D. Lipinski recommended payment to Utility Services Group, Inc., for cleaning and video inspection of the storm sewer. The original contract price was \$5750, and included as-built adjustments for cleaning of the storm sewer, \$1968.62, for a total price of \$7718.62. This work is part of the borough's matching funds for the Growing Greener II Grant. L. Cadwallader moved to pay Utility Services Group, Inc. \$7718.62 for cleaning and video inspection of the storm sewers, seconded by B. Wetzel. Motion carried.
5. Holley's office is working with CGA Law Firm on the final draft of the Storm Water Management Ordinance.
6. D. Lipinski recommended that Council sign D. Pace's subdivision plan.
7. D. Lipinski discussed the three bids received for the sixteen foot high ball field fence:

a. Pro Max	\$4,335.00
b. Springfield Contractors Inc.	\$5,050.00/5,025.00/6,295.00
c. A & M Fencing	\$2,600.00/2,000.00

 Council discussed specifics related to all three bids. L. Cadwallader moved to award the bid to A & M Fencing, provided that the following wording is added to their bid proposal: "Material and installation to be completed in accordance with the bid specifications dated March 22, 2012", seconded by B. Wetzel. Motion carried.

GR Planning Commission's Report

No report.

Southern Regional Police Department

1. Sergeant Smuck attended the meeting and provided a few updates. SRPD received several complaints about speeding along Hanover, Main, Manchester and Valley Streets. Speed traps were established and a few violators received tickets, but most drivers are abiding by the Speed Limit.
2. The Speed Trailer was placed on Ridge Avenue to try to deter speeding on this Borough road. Spray paint on the road is being handled as vandalism.
3. Call volume has increased at the Rail Trail Tavern; the police have contacted the LCB and are addressing all calls. Sgt. Smuck requested Council's involvement and support for frequent violations at this location.
4. The Speed Trailer is scheduled to be placed on Valley Street next.
5. SRPD is hoping to be accredited by Pennsylvania early next year.

Borough Engineer's Report continued:

8. D. Lipinski reminded Council that at least four signatures are needed for Dick Pace's approved subdivision plans.

*D. Lipinski left the meeting at 8:47 P. M.

Council discussed writing a letter to the owners and renters of the Rail Trail Tavern to express concerns with possible borough ordinance violations. L. Cadwallader moved to authorize the solicitor to write a letter to the Rail Trail Tavern owner and renter regarding numerous complaints and possible ordinance violations, seconded by C. Warner. Motion carried.

Approval of Minutes

1. C. Warner moved to approve the March 21, 2012 minutes, amending #3 under Persons on the Agenda with the following wording: new employees who are 18 years or older must complete all three background checks (State Police, Department of Public Welfare, and FBI Clearance), new employees who are under 18 years of age must complete State Police and Department of Public Welfare background checks; returning employees, under 18 years of age, must complete the State Police and Department of Public Welfare background checks every three years, and returning employees, who are 18 years or older must complete the State Police, Department of Public Welfare, and the FBI Clearance every three years, seconded by B. Wetzel. Motion carried.

Zoning Officer's Report

1. The ZO provided a monthly summary report for March 2012, which is available for review in the Borough Office, if requested. The secretary provided the following summary: there were no zoning permits issued; no new or existing zoning violations; there is one existing and one abated zoning violation; there is one existing property maintenance issue. CAI completed four Rental inspections.

Solicitor's Report

1. The solicitor prepared a resolution for increasing the tax certification cost, but now thinks that this change might have to be done by ordinance. She will investigate further.
2. The solicitor prepared a new resolution for the DCNR Grant, for 2012, but it may not be necessary.
3. The solicitor reported that due to inconsistencies relating to outdoor music, she does not suggest use of the Borough's Noise Ordinance; any violation could affect the GR Mill Inn's liquor license.
4. The solicitor reviewed the bid document for refuse and recycling collection with Council.

*C. Warner left the room at 9:10 P. M. and returned to the room at 9:15 P. M.

- B. Wetzel moved to authorize the solicitor to advertise the prepared bid document for refuse and recycling collection, to award bid at next month's meeting, seconded by L. Cadwallader. Motion carried.
5. The solicitor discussed the YC Appeals Board and which appeals may be heard by this Board. The IPMC addresses building violations and property maintenance but for violations related to property maintenance will not be addressed by the YC Appeals Board. Violations regarding property maintenance must be addressed using a borough Nuisance Ordinance. C. Warner moved to authorize M. Pokrifka to investigate the adoption of a separate maintenance ordinance, to address property maintenance violations, seconded by L. Cadwallader. Motion carried.
 6. The Council President's from GRB, NFB, and SB will be meeting to discuss possible changes to the Municipal Agreement for the Southern Regional Police Commission. R. Shiles has requested that the Borough Solicitor be authorized to review the Municipal Agreement and provide her comments. D. Young moved to authorize M. Pokrifka to review the Borough's Municipal Agreement for the Council President's discussion, seconded by C. Warner. Motion carried.
 7. The solicitor was informed that during the April Quarterly Work Session meeting, Council members discussed whether it is appropriate for Council to discuss employee benefits during executive session or whether this topic should be discussed during the public meeting. Council will discuss this topic further at their next Council Meeting.

Mayor's Report

No report.

Work Supervisor's Report

1. The Work Supervisor will be scheduling to paint the exterior of the Neuhaus Building.
2. The WS is planning to flush standing water in an open drain located on Hayward Heights. In addition, he will be building an outlet cover for this drain.

Secretary's Report

1. Reilly Sweeping proposal is \$1768.00 for two days. The secretary requested a motion to accept proposed agreement. B. Wetzel moved to accept the Reilly Sweeping proposal, using State Highway Aid Funds, seconded by C. Warner. Motion carried.

Police Commission's Report

1. The Police Chief is back to full duty following his injury.

2. Written report for February 2012 is available for review in the Borough Office.

Public Safety

No report.

Special Project's Report

1. A revision to the GR Recreation Board By-Laws will be emailed before the next Council meeting.
2. May 5 is Clean the Stream event. Flowers have been ordered from Brown's. 17 yards of mulch has been ordered from Kel Mar. Volunteers are needed to water planters along Main Street.

Building/Property's Report

1. The Modine Heater (blowing heater on the ceiling), located in the basement of the Neuhaus Building, will need to be replaced this fall. The censor is bad and the pilot light is not working, nor is the unit efficient. The Work Supervisor will call for cost estimates.

Personnel Report

No report.

Ordinance/Refuse Report

No report.

Finance Report

1. D. Young presented a list of the following invoices over \$500.00 to be considered for payment using the General Fund:

a. CGA Law Firm	\$ 1773.40
b. James R. Holley & Associates, Inc.	6734.33
c. MediaOnePA	524.40
d. SF & Company	3275.50
e. V. L. Tracey	1897.50

C. Warner moved to pay the invoices over \$500.00 through the General Fund, as presented, seconded by L. Cadwallader. Motion carried.

President's Report

No report.

Public Comment

1. Mark Bortner suggested replacing the Modine Heater with a sealed combustion unit.

C. Warner moved to adjourn the meeting at 10:25 P. M., seconded by B. Wetzel. Motion carried.

Respectfully submitted,

Ann E. Merrick
Secretary/Treasurer