

**GLEN ROCK BOROUGH
Borough Council Meeting
August 21, 2013**

Present:	Council Members:	Rollin Apgar Lucy Cadwallader Eugene Delahanty L. James Merrick Benjamin Wetzel Richard Shiles
	Engineer:	Jason Brenneman
	Solicitor:	Michelle Pokrifka
	Mayor:	Ronald McCullough, Jr.
	Secretary:	Ann Merrick
	Visitors:	Three visitors

The meeting was Called to Order at 7:00 P.M. by President R. Shiles, with the pledge to the flag.

Public Comment

1. Larry Flemmens, GR Water & Sewer Board member: Mr. Flemmens expressed concern that the GR Water & Sewer Board was not notified about the York Water Company attending the Borough Council meeting. Council stated this matter would be addressed later in the meeting.

Vacancies

1. The following organizations still have vacancies:
 - a. GR Recreation Board; and
 - b. Civil Service Representative (Borough Resident) for Southern Regional Police.

Borough Engineer's Report

1. Wexcon has begun Church Street project with initial placement of inlets. Wexcon's progress is affected by Columbia Gas street work. Wexcon has requested a time extension of at least September 2013, to complete phase one of the project. R. Apgar moved to authorize Wexcon to continue the Church Street project into September, 2013, seconded by L. Cadwallader. Motion carried.
2. J. Brenneman provided an aerial photo of 101 Manchester Street and discussed his estimate of stormwater work for said property, if Council determines this work is the borough's responsibility. The solicitor completed a simple deed search; this property is a parcel from a Pace Subdivision from 1979. Council decided to table a decision,

and asked the Work Supervisor to contact Dennis Copp and the adjoining property owner, Soimita Persa, to determine if added stones are blocking the flow of water from the storm water pipe.

3. The Borough received notification from NTM Engineering, Inc., regarding York County's planned bridge replacement of the Valley Street Bridge, proposed work to begin in the spring of 2016. Because the project is located in an approved Act 167 Stormwater Management Plan watershed, NTM Engineering is required to request a Stormwater Management Consistency Letter, as part of PADEP's Chapter 105 permit application. Council may or may not send a consistency letter. B. Wetzel made a motion to not authorize the engineer to send a consistency letter, seconded by R. Apgar. Motion carried.
4. Holley & Associates is the engineer for E-Squared, the owner of the second phase of Field of Broad Springs located in Shrewsbury Township. On May 26, 2009, J. Brenneman sent a letter to GRB, which stated that E-Squared would contribute \$5590.00 for requested base repair, milling and the overlay of Camp Street; Council accepted this offer but never sent a letter to E-Squared (June 17, 2009). E-Squared never contributed \$5590.00 to the Borough. J. Brenneman is requesting the written letter of acceptance. Council asked J. Brenneman to assess whether there will be additional costs since the decision was made four years ago. The Work Supervisor and Engineer recommended placing a base on Camp Street now and then installing final wearing course when the development is completed.

*J. Brenneman left the meeting at 7:52 P. M.

No GR Planning Commission Report

GR Recreation Board Report

1. The Summer Park Program, which was held for three weeks, four days per week, averaged 34 – 39 children each day.
2. Borough resident Tiffani Murphy has suggested the development of a Dog Park; the Recreation Board is considering the suggestion as a future project.
3. The large wooden play structure was installed at the Glen Rock Park in 1993. The enclosed "S" Slide is cracked and needs replaced. This type of slide is no longer available from Playworld. However, the company does have a straight glide slide, costing \$1332.00 plus \$125.00 for Shipping. B. Wetzel moved to approve GR Recreation Board's recommendation to purchase a new slide for a cost of \$1457.00 from George Ely & Associates (Playworld), seconded by L. Cadwallader. Motion carried.

4. The Recreation Board inquired about "In Lieu of Land Fees" from the Pace Subdivision and asked if the funds could be transferred into the Recreation Fund. Council stated the funds must be used in accordance with GRB's SALDO.

Agenda

1. The solicitor stated that discussion with the York Water Company should take place during the open meeting. Council explained that the York Water Company was asked to attend the meeting, to provide options and help with long term planning for the Borough. JT Hand was present for tonight's meeting, but confirmed he was willing to return next month, to discuss options available through York Water Company, but he will not discuss privileged information.

Approval of Minutes

1. B. Wetzel moved to approve the July 17, 2013 Council Meeting minutes and the August 19 Special Meeting minutes, seconded by L. Cadwallader. Motion carried.

*R. Apgar left the meeting to talk with JT Hand at 8:05 P. M.

Zoning Officer's Report

1. Code Administrator's Inc. provided a monthly summary report for July, 2013.

Solicitor's Report

1. The number of Vacation Days for Borough employees was discussed.

*R. Apgar returned to the meeting at 8:10 P. M.

R. Apgar moved to modify the employee handbook, to include that at the completion of an employee's tenth year of employment, the employee is entitled to 160 hours of vacation, seconded by B. Wetzel. Motion carried. R. Apgar moved to approve 40 additional hours of vacation for Ann Merrick, seconded by B. Wetzel. J. Merrick abstained from vote. Motion carried.

2. The Ordinance Committee is scheduled to meet with Ken Rotz, Keystate Publishing, on September 19, at the Borough Office, at Noon.
3. The Hiebler matter was resolved.
4. When working on Ordinance 474 which addresses weight restrictions of vehicles on specific borough roads and parking areas, the language was taken from an older ordinance, with the only changes to weight limitations. A previously adopted ordinance addresses parking lots located on Junior Street and Glen Avenue, but today, these lots do not exist. The solicitor will make these additional changes to Ordinance 474.

5. The solicitor clarified that when she emailed Mike Craley, the solicitor for the GR Water & Sewer Authority, she requested a copy of an agreement he wrote for health insurance and she also requested a meeting to discuss possibilities relating to obtaining health insurance together as a group, the Borough and the GR Water & Sewer Authority employees.

Mayor's Report

1. The Mayor stated that the Church Street project is a temporary inconvenience for a permanent solution.

Work Supervisor's Report

1. The WS stated the Valley Street project is going well.
2. The WS stated that progress on Church Street is slow.
3. The WS informed the property owner of 12 Glen Avenue, that the weeds/grass is too high and needs cut immediately.

Secretary's Report

1. The Borough received a letter of interest from Kim Erdman for 2014 Animal Control Officer. Council asked the secretary to contact Mr. Erdman and request a proposal for services.
2. The secretary asked if Council is interested in obtaining proposals from Independent Auditors or remain with SF & Co. R. Apgar authorized the solicitor to obtain request for proposals for Independent Auditors for Glen Rock Borough, seconded by L. Cadwallader. Motion carried.
3. The secretary will confirm the use of GR Hose & Ladder, 15 – 17 Hanover Street, for the Sept and October Council Meetings and send information to the solicitor for advertising.
4. Finance Committee needs to begin meeting to discuss 2014 Budget.
5. The secretary provided the following update: PEMA has recommended a final eligible amount of \$68288.56, total cost of work and engineering for the FEMA Flood damaged Codorus Street retaining wall project. The funds will be issued when PEMA receives an amendment confirmation letter from FEMA.
6. Cost of salt contract for 2013 – 2014 Snow Season is \$56.62/ton.
7. The Borough Office will be closed August 26 – 30, 2013.
8. The Borough received an executed contract with YCPC for the Church Street CDBG Curb & Sidewalk Project.

Personnel Report

1. R. Apgar thanked employees for updates and photos of the Church Street project.

No Special Project's Report

Police Commission Report

1. Council discussed current and future costs for police services.

No Building/Property's Report

Public Safety Report

1. R. Apgar discussed the purchase and installation of a bullet proof, transaction window for the Borough Office door, for a cost of approximately \$950.00. The only stipulation from Peoples Bank is that the door handles/locks cannot be changed.
B. Wetzel moved to approve the purchase of a transaction window as proposed, seconded by R. Apgar. Motion carried.

No Ordinance/Refuse Report

Finance Report

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

a. CGA Law Firm	\$ 1072.70
b. Code Administrators, Inc.	695.00
c. James R. Holley & Associates, Inc.	3718.10
d. Monarch	780.00

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

President's Report

1. The 2003 truck and the zero return lawn mower need costly repairs; R. Shiles recommends selling the 2003 truck and using some of the proceeds to purchase a new lawn mower.
2. R. Shiles provided an update of donations for the GR Veterans Memorial Park. Construction may start in September and park dedication planned for November 11, 2013.
3. The American Legion expressed their frustration with the storm water runoff from Manchester Street.

**Council recessed to Executive Session at 9:22 P. M. to discuss personnel issues.

**The Council meeting resumed at 9:51 P. M.

President's Report continued

4. R. Apgar moved to authorize the Council President to obtain and immediately approve the acquisition of Health Insurance for the Work Supervisor, seconded by L. Cadwallader. Motion carried.

L. Cadwallader moved to adjourn the meeting at 9:56 P. M., seconded by B. Wetzel. Motion carried.

Respectfully submitted,

Ann E. Merrick
Secretary/Treasurer