

GLEN ROCK BOROUGH COUNCIL MEETING
October 18, 2023

Present: Rollin Apgar, Joshua Miller, Sean O'Connor, Victoria Ribeiro and Amanda Rombach

Others Present: Evan Gabel, Esq.; Ronald McCullough, Work Supervisor; Mayor John Trout, Ann Merrick, Sec/Treas; fourteen visitors

Zoom: Jason Brenneman, P. E., four visitors

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

Public Comment

1. Mike Knott, GRAA, informed Council that there are several sections of damaged baseball field fencing and asked if there is a plan to repair. The Borough will obtain quotes for fence repairs.

Special Projects

1. Tracy Strickland, Registered Landscape Architect for HRG presented the initial Krebs Park Master Plan, which includes but is not limited to riparian buffer to help mitigate flooding, native plant pallet, no lawn, possibly lighting and security cameras.

Borough Engineer's Report

1. J. Brenneman provided an update for GR Park project. Final court painting planned for spring of 2024. S. O'Connor moved to confirm the first and second payments of \$121,720.16 to Keystone Sports Construction for the GR Park project, seconded by A. Rombach. Motion carried. V. Ribeiro moved to authorize the third payment of \$121,720.16 to Keystone Sports Construction for the GR Park project, seconded by A. Rombach. Motion carried.
2. S. O'Connor moved to authorize JRH to submit an LSA Statewide Grant for Krebs Park project, seconded by J. Miller. Motion carried.
3. J. Miller moved to adopt Resolution 2023-15, to authorize the submission of a Statewide Local Share Assessment grant from the Commonwealth Financing Authority for Krebs Park Improvements, seconded by A. Rombach. Motion carried.
4. A. Rombach moved to authorize the Council President to sign an amendatory contract with YCPC for approval of increased funds for CDBG project #45552532, seconded by J. Miller. Motion carried.
5. J. Miller moved to authorize YCPC to pay Carbaugh Concrete, Inc. \$65,343.88 for CDBG project #45552532, Hanover St Curb, Sidewalk, and Street Restoration, seconded by A. Rombach. Motion carried.
6. Main Street inlet replacement has been completed and the contractor will now replace the curb and sidewalk.
7. J. Brenneman discussed the proposed subdivision and land development plans for 139 Manchester Street, Wetzel's and Dollar General. The plans were tabled by the Planning Commission until YCPC comments are received. The Planning Commission unanimously approved to recommend that Council and the solicitor review and address hazardous material storage within the self-storage facility since residential units are contained in the same building. The following waivers/modifications were discussed:

- a. Submission of preliminary plan: S. O'Connor moved to waive the requirement to submit a preliminary plan, seconded by J. Miller. Motion carried.
- b. Resident Carla Smith expressed concern about possibly losing parking near her property. Council said they are not making a recommendation to remove parking spaces along Manchester Street.
- c. Installation of curbing and sidewalk along road frontage: The Planning Commission recommended curbing be installed along the front of the property starting from the existing terminus of the curb on the eastern side of 139 Manchester Street and extending up to and around the proposed driveway entrance. Also discussed is curbing at the driveway entrance to transition to mountable curbing to aid in truck turning movements, subject to PADOT approval. The Planning Commission also recommends sidewalk to be installed to the pint in which it is currently shown on the land development plan with the addition of a six-month note for the owner to install the remainder of the sidewalk upon Borough notice, also subject to PADOT approval.
- V. Ribeiro moved to approve the modifications as presented by J. Brenneman and recommended by the Planning Commission and must have PADOT approval for curbing and sidewalk for 139 Manchester Street property, seconded by S. O'Connor. Motion carried.

- 8. Council discussed the storage of hazardous materials within a self-storage building also housing residential units. The solicitor will review the Borough Ordinance and report back.
- 9. The contractor is scheduled to mobilize in mid-November for the GR Mill Race project.

**J. Brenneman left the meeting at 7:35 PM.

Persons on Agenda

- 1. Via Delavida LLC, Steve Canning is the owner of 35 Junior Street shared possible uses for the property. He does not want to incur additional violations and expressed willingness to work with the Borough's requirements. V. Ribeiro moved to schedule an on-site meeting with the Borough, Building Code Official and the Borough Engineer to evaluate the structural integrity of the roof/building, seconded by J. Miller. Motion carried.
- 2. Carla Smith, resident and owner of Manchester Street property asked about changes to access the rear of their property. Glen Rock Borough is not making any adjustments to access properties.
- 3. Dale Dubbs, President of the Trinity UCC Trustees provided an estimate of \$240,000 - \$260,000 for 4.5-acres of land owned by the church.

Police Commission Report

- 1. J. Miller moved to approve and authorize the execution of the 4th version of the Agreement with SRPC, seconded by A. Rombach. R. Apgar, J. Miller, S. O'Connor and A. Rombach voted in favor; V. Ribeiro voted against. Motion carried.

Vacancies

- 1. GR Planning Commission, on vacancy.
- 2. GR Zoning Hearing Board received a letter of interest from Kendall Cuthie, 39 Cottage Avenue. V. Ribeiro moved to appoint Kendall Cuthie to the Zoning Hearing Board, seconded by A. Rombach. Motion carried.
- 3. GR Recreation Board received interest from Stacy Guess for the vacancy at the end of 2023. A. Rombach moved to appoint Stacy Guess to the GR Recreation Board beginning

January 1, 2024, seconded by J. Miller. Motion carried.

Approval of Minutes

1. V. Ribeiro moved to approve the August 16 Council Meeting Minutes, seconded by S. O'Connor. Motion carried.

New Business

1. Discussion about Baltimore Street and Church Street entrance signs into the borough was postponed for a future meeting.

Recreation Board Report

1. The new tennis courts will also have lines for Pickle Ball.
2. The Board plans to pass out \$500 worth of Cookie Kits during the GR Tree Lighting event and requested approval from Council. S. O'Connor moved to approve the expenditure of \$500 of Recreation Funds for the purchase of Cookie Kits, seconded by J. Miller. Motion carried.
3. Sarah Frane plans to do monthly posts for GR Recreation events.
4. Board discussed Garden Plot cleanup.
5. Board submitted a 2024 Budget for approval.
6. Board still working on the new shed project.
7. Board added lawn care to their 2024 Budget.

Solicitor's Report

1. S. O'Connor moved to invoice the owner of 138 Park Avenue for pool demo project and authorized the solicitor to file lien and judgement to owner for non-payment of invoice, seconded by J. Miller. Motion carried.
2. The owner of 133-135 Main Street paid for and picked up approved permits.
3. The solicitor has begun to make progress after obtaining an alternate service for the owners of 167 Hanover Street.
4. V. Ribeiro moved to adopt Ordinance 522, an ordinance to designate, create, abandon and regulate certain handicapped parking spaces and to provide for enforcement of violations and penalties, seconded by J. Miller. Motion carried.
5. V. Ribeiro moved to adopt Ordinance 523, an ordinance amending the administration and government, part 1, preliminary provisions for the Borough's Code of Ordinances, to address appeals where no appeal is provided, seconded by J. Miller. Motion carried.
6. The solicitor is filing with District Justice for violations at 208 Hanover Street.
7. The solicitor received comments from YCPC for zoning ordinance amendments regarding zoning permits. E. Gabel re-draft the amended zoning ordinance and re-submit to YCPC.
8. V. Ribeiro authorized the solicitor to prepare a draft ordinance amending sections of the Code of Ordinances related to grass and weeds, seconded by A. Rombach. Motion carried.
9. Council discussed employee work rules with regard to Borough Employees being allowed to carry a concealed weapon if properly licensed. V. Ribeiro moved to authorize the solicitor to update the employee handbook to include the provision allowing borough employees to carry a concealed weapon if properly licensed to do so, seconded by S. O'Connor. Motion carried.
10. J. Miller moved to authorize the solicitor to draft a Zoning Officer's determination process form, seconded by V. Ribeiro. Motion carried.

Work Supervisor's Report

1. Newest Traffic Light has been installed.
2. Leaf Pick up is scheduled for November 7 – 20.
3. Millings from the Park Project have been left at the park for future use by the borough.

Secretary's Report

1. V. Ribeiro moved to approve a time extension of December 31, 2023 for K. Bailey to complete Rental Inspections for 12 A and 12 B Manchester Street, seconded by J. Miller. Motion carried.
2. J. Miller moved to approve the SPCA's 2024 Municipal Agreement, seconded by S. O'Connor. Motion carried.
3. A. Rombach moved to approve Klugh Animal Control Officer Services Agreement, seconded by S. O'Connor. Motion carried.
4. J. Miller moved to approve Remace Ltd Appraisal of the ARLE Easement portion of 5 Hanover Street for new Traffic Signal, seconded by S. O'Connor. Motion carried.
5. V. Ribeiro moved to approve the transfer of \$7000 from the Rental Fund to the General Fund for budgeted expenses, seconded by S. O'Connor. Motion carried.
6. V. Ribeiro moved to approve the distribution of Local Services Taxes to GR EMS, Inc, totaling \$6462.77, seconded by S. O'Connor. Motion carried.
7. V. Ribeiro moved to approve the transfer of \$262,000 from Reserve Funds to the General Fund for budgeted expenses, seconded by J. Miller. Motion carried.
8. Several rental property owners received Rental License Revocations due to non-compliance of Rental Ordinance inspection requirements. All are working toward curing their violations.

Solicitor's Report continued

11. Council discussed amendments to Rental Ordinance regarding disruptive conduct reports and tenants moving from one property to another within the Borough. V. Ribeiro moved to authorize the solicitor to draft an amendment to the Rental Ordinance regarding disruptive conduct reports, seconded by J. Miller. Motion carried.

No Animal Control/Zoning Officer Reports

Mayor Reports

1. SRPD and YC Sheriff's have been contacted about providing patrol services for Christmas Eve.

Building and Property Report

1. Borough received two offers for the purchase of 3 Holly Lane: a cash offer of \$30,000 with no contingencies and an offer of \$47,500 with a construction loan. S. O'Connor moved to accept the offer of \$47,500 for the sale of 3 Holly Lane, seconded by J. Miller. Motion carried.

No Public Safety Report

Ordinance Report

1. GR Authority shuts off water for outstanding water/sewer invoices. This action causes many expenses for the Borough. The solicitor will investigate how other municipalities handle similar situations.

No Personnel Report

Strategic Planning Report

1. Council President plans to present the framework for this committee at a later date.

Beautification Committee

1. Next clean-up is scheduled on October 21.
2. The Boy Scouts mulched Veterans Park. The electrical outlets in the park are not working.

Finance Report

1. President R. Apgar presented the invoices over \$1000.00 for payment with the General Fund. J. Miller moved to confirm the payment of invoices over \$1000.00 from General Fund for September 20, seconded by S. O'Connor:

a. Barley Snyder	\$ 2108.00
b. Bernard Anthony, Inc.	11300.00
c. Gettle Inc.	1131.00
d. James R. Holley & Associates, Inc.	4520.90
e. HRG, Inc.	9749.50
f. South Penn Code Consultants	1577.50
g. South Penn Code Consultants	1634.00

Motion carried.
2. J. Miller moved to authorize the payment of invoices over \$1000.00 for October 18, using the General Fund, seconded by S. O'Connor:

a. Barley Snyder	\$ 1188.00
b. C. M. High, Inc.	1305.48
c. CGA Law Firm, for Aug & September	8951.00
d. James R. Holley & Associates, Inc.	1351.80
e. Ream, Carr, Markey, etc.	2810.00
f. South Penn Code Consultants	2512.50
g. Southern Reg. Police Commission	89831.00

Motion carried.
3. S. O'Connor moved to release the escrow funds for 204 Park Avenue to the owner, seconded by J. Miller. Motion carried.

No Old Business

President's Report

1. V. Ribeiro approved the Borough to rent a dumpster for the final cleanout of the Neuhaus'es Building, seconded by J. Miller. Motion carried. The GR Fire Company has a deadline of November 1.

Public Comment

1. Susan Hans, owner and resident of 118 Park Avenue received an invoice totaling \$30,000 for three days of crane service to remove trees from the August 7 storm. E. Gabel explained that trees that fell from her property onto the borough street are still her responsibility to clean up.

*R. McCullough left the meeting at 9:45pm for a fire call.

Mrs. Hans does not think she is responsible for paying the entire \$30,000 invoice.

V. Ribeiro moved to cancel the October 25 Quarterly meeting, seconded by A. Rombach. Motion carried.

V. Ribeiro moved to adjourn the meeting at 9:53PM.

Respectfully submitted,

Ann E. Merrick
Secretary/Treasurer