

MINUTES

SHREWSBURY BOROUGH COUNCIL

REGULAR MEETING

January 11, 2017

PRESENT: Mayor Peter W. Schnabel, Fred W. Arbogast, Michael Sharkey,
Diane Kraatz, Ted Nadobny, Stanton Walters, and Richard Buchanan

OTHERS

PRESENT: Brian L. Sweitzer, Supt. of Public Works; Jeffrey L. Rehmeyer II, Esq.;
David Lipinski, P.E.; John-Paul Whitmore; Nate Kirschman; Phil Robinson;
Tony Myers, Fire Chief;

The regular meeting of the Borough Council convened at 7:03 p.m. in the Borough Municipal Building, 35 West Railroad Avenue, with President Buchanan presiding.

CITIZEN'S COMMENTS

Phil Robinson was aware the Borough received a draft amended sewer agreement from New Freedom Borough regarding his request to allow some sewer capacity to pass from New Freedom Borough's share to and through Shrewsbury Borough and to the Shrewsbury Municipal Authority for use in the Township. Phil stated based on the study New Freedom Borough performed with full build-out, they would have between 500 – 800 extra EDUs. Phil said the terms and obstacles of the agreement is not the solution he would like to see as it hits him with a cost. Included is the proportionate sharing charge dispute from 2011. Sol. Rehmeyer will review the draft amended agreement. We have to make sure we do what's right for our customers. We are a customer of the plant and we'd like to see more cooperation such as receiving a solid budget figure by a certain date to allow better budgeting in the Borough and also allowing any designated representative of the Borough the right to attend planning meetings and participate in such matters.

APPROVAL OF MINUTES

The minutes of the December 14 and 28 meeting were approved by unanimous consent.

APPROVAL OF EXPENDITURES AND REPORT OF ACCOUNTS

F. Arbogast moved to approve the bill lists: general account check numbers 1249 thru 1298; water account check numbers 1113 thru 1132; sewer account check numbers 1073

thru 1078; highway aid account: check number 915; and to approve the financial reports for December.

T. Nadobny seconded. The motion carried with all in favor. The PLGIT balances and report of accounts for the Municipal Authority were also included.

APPROVAL OF PAYROLL REGISTER

F. Arbogast moved to approve the December 14 and 28 payroll registers.

D. Kraatz seconded. The motion carried with all in favor.

SUBDIVISION & LAND DEVELOPMENT

Codes Enforcement

Four building permits were issued in December. Keith's activity report was submitted and is on file.

Southern Regional Police – Mayor Schnabel and R. Buchanan

Mayor Schnabel reviewed the December police report. The consultant from DCED is in the process of performing the study to provide recommendations on funding formula, manpower, efficiency of officers, and staff. A letter was received from the Southern Regional Police Commission that it agreed to New Freedom Borough's request to secure firms to appraise and establish the value of total capital assets of the Police Department. This document should become a matter of public record. In the event that Glen Rock and New Freedom Boroughs follow through with their withdrawal letters (end of 2017), we should form a committee to look at our options. The Public Safety Committee is F. Arbogast, R. Buchanan, and M. Sharkey. D. Kraatz volunteered to take R. Buchanan's place. Mayor Schnabel will also be part of the Committee. The Committee will gather information only and then present the data to Council should Glen Rock and New Freedom Boroughs leave the Department.

Water & Sewer – Supt. Sweitzer/T. Nadobny

Municipal Authority Vacancy

T. Nadobny stated he may know of a candidate, who is a licensed engineer, who may be interested in the vacancy.

Sewer Flow Meter Data

T. Nadobny stated that since the meters were calibrated, he is comfortable with the data and would like to recommend that Eng. Lipinski's office start analyzing the data, which

was approved by Council. Eng. Lipinski was asked to check into pricing for a small weather station where this data would be used in connection with the sewer flow meters data.

Deer Creek Force Main Break

A force main break was repaired on December 31. The broken line was caused by the pipe settling at the railroad track and stressed the pipe at the railroad casing pipe. More work must be done to replace about 160 feet of sewer line before it ruptures again since the pipe is still at a stressful angle and there are a lot of fittings. The railroad is asking that repairs be made to the stone bed that was under the tracks. The amount of \$60,000.00 was budgeted for repairs. A price was received from Kinsley Construction to replace the section of pipe of \$21,000.00, flaggers at a cost of about \$3,000.00, and sewage hauling of about \$3,000 – 4,000.00.

S. Walters moved that the emergency repair be authorized at the approximate cost of \$32,000.00 before the pipe ruptures again.

M. Sharkey seconded. The motion carried with all in favor.

SCADA Project

The SCADA project is near completion. The amount of \$120,000.00 was budgeted and we have spent \$128,000.00. The project infrastructure has been installed and the remaining portion is for programming and wiring. About \$20,000.00 is needed to finish the project. Once the project is finished, the landline phone service to each site can be eliminated saving about \$3,600.00 a year.

T. Nadobny moved to authorize the spending of \$20,000.00 in order to finish the SCADA project.

M. Sharkey seconded. The motion carried with all in favor.

York Water Strawberry Fields Water Project

Some residents are connecting to The York Water Company for water service. The residents have private wells and more than 20 homes on Strawberry Road, Abbey Road, and Penny Lane are located in either zone 2 or zone 3 of the Wellhead Protection Area. The Wellhead Protection Ordinance that Shrewsbury Township adopted mandates the private wells must be properly abandoned when no longer in use. Supt. Sweitzer was asked to contact Shrewsbury Township to see how it wants to handle the closing of the wells.

Public Roads & Lighting – Supt. Sweitzer/ M. Sharkey

201 South Main Street and Church Street Intersection

Supt. Sweitzer stated a certified engineer would need to determine if truck traffic can be restricted on Church Street. Sol. Rehmeyer sent a letter to Wal-Mart informing it of the problem. We will wait to see if this situation improves before a study is performed.

North Main Street PennDOT Permits

Supt. Sweitzer will have the PennDOT permits to remove the two driveway ramps by March. He will also apply for a permit to eliminate the ramp on West Linden Avenue.

LED Street Lighting

M. Sharkey will invite the lighting engineer to the February meeting.

Public Lands, Buildings and Finance – F. Arbogast**ENGINEER'S REPORT**Water Work Recommendation of Payment

Eng. Lipinski recommended partial payment number 5 be made to H & H General Excavating Company in the amount of \$44,807.70.

T. Nadobny moved to pay H & H General Excavating Company in the amount of \$44,807.70.

F. Arbogast seconded. The motion carried with all in favor.

Water Work Change Order for Extension

M. Sharkey moved to authorize President Buchanan to sign the change order extending the completion date to May 31.

T. Nadobny seconded. The motion carried with all in favor.

Act 57 Sewer Tapping Fee Study

The study was completed with a new tapping fee being \$3,156.05.

F. Arbogast moved to approve the sewer tapping fee study dated January 4, 2017.

T. Nadobny seconded. The motion carried with all in favor.

North Main Street Highway Occupancy Permits

Eng. Lipinski's office is working with Supt. Sweitzer to obtain the highway occupancy permits for Linden Avenue and the two private driveway ramps.

Lutheran Home Sewer Zimmerman Building

SpiriTrust Lutheran representatives signed the jurisdictional determination request and all the information was sent to the U.S. Army Corps of Engineers on November 18. On November 30, Eng. Lipinski was contacted by the Corps notifying that as of October 31, additional information and forms have to accompany the jurisdictional determination. The additional forms were submitted and sent to the Corps on December 2.

Deer Creek Pump Station Wet Well Expansion

DEP issued the permit on December 23, 2016. DEP checked an incorrect box under condition 6 which they can't undo. It deals with a time deadline.

SOLICITOR'S REPORT

Resolution #2017-1 Amending Water Rates

T. Nadobny moved to adopt Resolution #2017-1 to increase water rates.

F. Arbogast seconded. The motion carried with all in favor.

R. Buchanan compared the Borough's water rates with a neighboring municipality and the data was distributed.

Constitution Avenue Post Office

Sol. Rehmeier's office is in the process of preparing an agreement with the property owner to correct the stormwater drainage problems.

Tapping Fees

Since Eng. Lipinski's office has completed the capital charges study for sanitary sewer tapping fee charges and Borough Council accepted it; an ordinance adopting the new tapping fee will be advertised and ready for adoption at the next meeting.

Bidding Thresholds

The procurement thresholds applicable in the Commonwealth increased for 2017. Any contract or purchase under \$10,700.00 requires no formal bidding or telephonic quotations. Contracts or purchases in the amount of or greater than \$10,700.00 require

three telephonic or written/e-mail quotations. Any contract or purchase of or greater than \$19,700.00 require the formal public bidding process.

Executive Session

At the Solicitor's request, an executive session was called at 8:59 p.m. to discuss potential litigation. The meeting was reconvened at 9:28 p.m. The meeting also involved a personnel matter.

Public Safety, Welfare and Personnel – F. Arbogast and S. Walters

Regional EMA

S. Walters stated the next regional meeting is on January 17 at which time they hope to finalize the agreement.

Secretary's Report – C. Bosley

The new auditing firm will begin the field work next Tuesday.

York Adams Tax Bureau – M. Sharkey

The next quarterly meeting is at the end of this month. M. Sharkey stated he is the vice president this year and will move to president next year.

Subdivision, Land Development & Zoning – D. Kraatz

Planning Commission/Regional Planning Commission

S. Walters stated he attended the LGAC meeting on Monday night.

UNFINISHED BUSINESS

NEW BUSINESS

Re-appointments

Thomas L. Milstead, Jr. to the Zoning Hearing Board: new term to expire 1/1/20

A.Theodore Nadobny to the Wellhead Protection Committee: new term to expire 1/12/21

A.Theodore Nadobny to the Municipal Authority: new term to expire 1/1/22

S. Walters moved to approve the above re-appointments.

M. Sharkey seconded. The motion carried with all in favor.

COMMUNICATIONS

S. Walters said the Department of Emergency Services will be holding an elected officials seminar on February 4 at 9:00 a.m. at the Davies Drive facility.

S. Walters also reminded Council that if anyone hasn't taken the NIMS training, ICS 100 and ICS 700 can be taken on-line.

R. Buchanan stated at last month's meeting, the question came up as to how many EDUs were paid for but not in use and the answer is about 25, owned by DAK. The Secretary was asked to send a letter to Carroll Anderson that the Borough is still willing to purchase back the 25 EDUs they are holding that must be used in the Borough.

ADJOURNMENT

T. Nadobny moved to adjourn the meeting at 9:47 p.m.

S. Walters seconded. The motion carried with all in favor.

Submitted by Cindy L. Bosley, Sec.