

## MINUTES

## SHREWSBURY BOROUGH COUNCIL

REGULAR MEETING

MARCH 13, 2019

PRESENT: Mayor Michael Sharkey, Fred Arbogast, Stanton Walters, Richard Buchanan, Stephen Mayoryk, Ted Nadobny, Diane Kraatz, Keith Wills; Matthew Sharkey, and Mateo Vega

## OTHERS

PRESENT: Brian L. Sweitzer, Supt. of Public Works; Jeffrey L. Rehmeyer II, Esq.; David Lipinski, P.E.; Stephen McDonald, Esq.; Keith Russell; Alexis Morris; Jeanne Floyd; Michael Weaver

The regular meeting of the Borough Council convened at 7:01 p.m. in the Borough municipal building, 35 West Railroad Avenue, with President Buchanan presiding.

**CITIZEN'S COMMENTS**

There were no comments.

**EXECUTIVE SESSION**

Council went into executive session at 7:02 p.m. to discuss a lawsuit to which the Borough is a party.

The meeting was resumed at 8:04 p.m.

**Traffic Calming Presentation**

The policy was presented for when a complaint is received for speeding or traffic volume, guidelines and criteria will be followed. Council was asked to review the policy, which would allow for its adoption at the April meeting.

**APPROVAL OF MINUTES**

The minutes of the February 13 meeting were approved by unanimous consent.

**APPROVAL OF EXPENDITURES AND REPORT OF ACCOUNTS**

F. Arbogast moved to approve the bill list for February: general account numbers 2531 thru 2564; water account: check numbers 1558 thru 1572; sewer account: check numbers 1363 thru 1369; highway aid: check numbers 945 and 946.

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

T. Nadobny left the meeting at 8:27 p.m.

### **APPROVAL OF PAYROLL REGISTER**

F. Arbogast moved to approve the February 11 and 25 payroll registers.

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

### **SUBDIVISION AND LAND DEVELOPMENT BUSINESS**

D. Kraatz announced that the land development plan for the YMCA will be going to staff review on April 9. The Zoning Hearing Board approved the variance request.

### **Codes Enforcement**

There were six permits issued in February.

### **Southern Regional Police Department** – Mayor Sharkey

Mayor Sharkey stated the police department stands ready to enforce the soliciting ordinance. There was a distraction burglary in New Freedom Borough recently. A policy for a community service officer was adopted with the likelihood that Officer Storeman, who was injured on a call in Glen Rock Borough a few years ago, will be the appointed community service officer. This will increase the case closure rate considerably as he has proven recently (average is 35 – 40% and the SRPD's closure rate is 60 - 70%). The finance committee has announced that a rebate of around \$80,000.00 will be divided between the member municipalities with the Borough's share being 34.49% which will be a credit shown on the second quarterly invoice. There may be another rebate later in the year. Mayor Sharkey stated the Intergovernmental Agreement Committee is asking for comments regarding a clear definition of PPU's and the formula to look at the concept of obligation time and using that as a driving factor. Obligation time is what actually occurs in a community and can be initiated by an officer who sees suspicious activity and investigates or it can be publicly initiated. The cost sharing would be based on a three year history and reviewed each year. S. Walters stated he would oppose any formula that uses time to track billing. The Commission should review the best practices book which was created by experts in the field. Mayor Sharkey reminded all that the Intergovernmental Agreement Committee is open to the public and meets at 7:00 p.m. on the first Tuesday in the Shrewsbury Municipal building and on the third Thursday in New Freedom.

## Water & Sewer – T. Nadobny/Supt. Sweitzer

### Well Inspections

Solicitor Rehmeyer sent enforcement letters in January to the Shrewsbury Township residents who had not complied with the Township's ordinance. A number have complied.

### Exit 4 Project

Kinsley Construction will begin the project on March 18 with the sewer line being relocated in early April with a meeting to discuss the sewer line work on March 14. The sewer line work will be done at night. Sampling will be done on PW-1 and PW-2 on March 15 as part of the Wellhead Protection requirements.

### Essex Circle Drive Drainage Issue

The Borough received an Exelon grant to repair the tributary located on the southside of Essex Circle Drive. The \$56,250.00 grant is for 90% of the total construction cost. The Borough and Township will pay approximately \$15,000.00 – 20,000.00 for permitting and the remaining 10% of the cost. The tributary restoration will help Essex Circle Drive residents with drainage from their properties and help gain access to two sewer manholes that are underwater.

### South Main Street Railroad Station

The Public Works Department dye tested the sewer service lateral for the Railroad Station on South Main Street. The sewer line is not connected to the public sewer and most likely is connected to a dry well on the property. A letter should be sent that the property must be connected to the Borough sewer system before occupancy is granted. Water service is available but is turned off at the curb stop shutoff.

### 2019 Water Replacement Project

Supt. Sweitzer and Eng. Lipinski met on January 21 to plan for the water line replacement on Woodland Drive and Essex Circle Drive. The work will begin this spring. If the work is not finished by June 30, the paving work will not occur this year. Estimated water line cost is \$400,000.00.

### New Website

Supt. Sweitzer met with Doug Walters to add a Public Works tab with emergency contact information, useful information and pictures.

Pennvest Loan

R. Buchanan stated a meeting was held with David Davidson, P.E. regarding the review and filing of the application for the PENNVEST loan. He will also be sending the letters to the Borough's Planning Commission, the Shrewsbury Township Planning Commission, the York County Planning Commission, and the Agricultural Preservation Board regarding compliance with approved land use. Sol. Rehmeyer prepared a resolution approving the submittal of a financial assistance application to the Pennsylvania Infrastructure Investment Authority.

K. Wills moved to adopt Resolution 2019-4 Authorizing the Submittal of a Financial Assistance Application to the Pennsylvania Infrastructure Investment Authority.

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

Public Roads & Lighting – M. Sharkey/Supt. SweitzerTraffic Calming Policy

Taken at the beginning of the meeting.

Public Lands, Buildings and Finance – F. Arbogast/Mayor Sharkey44 South Main Street

An article will appear in the newsletter going out next week asking for opinions on whether to sell or lease the building. A letter was received from Ken Thomas that he feels the building should be sold if no community use is found.

ENGINEER'S REPORTWater Line Replacement

Supt. Sweitzer and Columbia Gas are marking their facilities and the surveyors are scheduled to pick up the information next week. The bid should be awarded at the May meeting.

Dunaja Subdivision Plan West Forrest Avenue

The estimate of the public improvements is \$102,347.72.

SOLICITOR'S REPORTSewer Issues

A letter was sent to Attorney Hovis requesting detailed financial information on January 17 as requested by the Borough to help with the sewer budget process. A response dated February 22 was received, with select documentation.

#### Right to Know Law Fee Schedule Resolution 2019-3

Solicitor Rehmeyer prepared an update to the schedule; the fees are those actually incurred by the Borough or the maximums allowed by law.

F. Arbogast moved to adopt Resolution 2019-3.

S. Mayoryk seconded. The motion carried with all voting in favor.

#### Volunteer Tax Credit Program

Forms were developed that will be submitted to either the York Adams Tax Bureau or the Borough Tax Collector for volunteers to receive one of the credits. Drafts were provided to Council and will be provided to the fire chief as well.

#### Private Well Inspections in Shrewsbury Township

A second set of letters were prepared to be sent to residents in Shrewsbury Township who have not complied with Township Ordinance 2018-1. Those letters will be sent in early spring.

#### Right to Know Law Request Appeal filed by Randy Engle

The supplemental exhibits were filed with the Office of Open Records and third party notices were sent to the individuals associated with the names and addresses included in the right to know request.

#### Dunaja Subdivision Plan

The Agreement is being prepared regarding various utility issues and it will require compliance with all applicable ordinances.

#### 6 Circle Drive Sewer Lateral

According to bankruptcy counsel for the property owners, a quote was requested from Clearwater Excavation for repair and they are still waiting on a response. A follow-up was made.

#### Heathcote Glen II, Phase 3 Water Line

As stated previously, there is a problem with the water line not being in the right-of-way on Hastings Way, as shown by prior documents of record. The developer's attorney was preparing updated documents in order to protect the Borough and to better inform the property owners. It is believed now that the homeowners and builder have issues and there is no cooperation from the homeowners in the Homeowners Association context, which is where a document needs to be approved and recorded. These issues need to be resolved before there is any further construction. A letter was sent to the homeowners by the developer's attorney. There has been no change.

### Stewartstown Railroad Company

As reported last month, the President of the Railroad indicated that the Company would like to differentiate the fee for the services it receives and the crossings fees it desires to collect. Solicitor Rehmeyer replied requesting information similar to what was requested from Omega Rail Management, particularly about other railroad crossing agreements in southern York County. We are waiting to hear from the President of the Railroad. Invoices are still being received from Omega Rail Management Company. Sol. Rehmeyer will advise the Railroad that the sewer line needs to be connected to the sewer main and to follow-up on our request for information.

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

#### County Hazard Mitigation Plan

K. Wills moved to adopt Resolution 2019-2 to adopt the York County 2018 Hazard Mitigation Plan.

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

#### EOC Weather Drill

S. Walters reminded all about the weather drill that will occur here on March 26 from 9:00 a.m. to noon.

### **Secretary's Report** – C. Bosley

#### York County Boroughs Association Meeting

The next meeting is on March 28 in Seven Valleys.

### **York Adams Tax Bureau** – M. Sharkey

No report as the Bureau is between quarterly meetings.

### **UNFINISHED BUSINESS**

#### **New Borough Website**

Junior Council members Matt Sharkey and Mateo Vega reviewed the new website and will provide some suggestions that will be forwarded to Doug Walters.

### **NEW BUSINESS**

#### **Polling Place Deficiencies**

A letter was received from the Solicitor's Office of the York County Commissioners that this building was surveyed last May and five deficiencies were brought to our attention: inner door width, inner door threshold, inner door non-acceptable door handles, handicap parking sign and van accessible widths. Discussions with the County will continue.

### **COMMUNICATIONS**

A letter of interest and resume were received from Terrence Blomquist asking for consideration of appointment should any vacancies come up.

### **ADJOURNMENT**

S. Walters moved to adjourn the meeting at 10:07 p.m.

K. Wills seconded. The motion carried with all voting in favor.

Submitted by Cindy L. Bosley, Sec.