

MINUTES

SHREWSBURY BOROUGH COUNCIL

REGULAR MEETING

MARCH 12, 2014

PRESENT: Fred W. Arbogast, Richard R. Buchanan, Carl W. Munch; Michael W. Ridgely; Michael G. Sharkey, Christopher M. Skoglund

OTHERS

PRESENT: Jeffrey L. Rehmeyer, II, Esq.; David Lipinski, P.E.; Brian L. Sweitzer, Supt. of Public Works; Keith Hunnings; Nate Kirschman; Larry Zimmerman; Nick Caruccio; John Davey; Phil Robinson; Ryan Gloeckner and other Scouts and Leaders from Troop 90;

The regular meeting of the Borough Council convened at 7:00 p.m. in the Borough municipal building, 35 West Railroad Avenue, with President Ridgely presiding.

CITIZEN'S COMMENTS

Ryan Gloeckner, of Boy Scout Troop 90, presented a signed and framed picture of Scouts taken in front of the Scout House in appreciation of having a new Scout House for their use as well as two Girl Scout Troops and the Radio Club.

John Davey, owner of Track N Trails Motorsports located at 430-A South Main Street stated he was contacted by someone from the fire department about a snow thrower to be raffled off during the carnival and in addition to the snow thrower, he will donate a four-wheeler. He stated he has created six jobs and could create six more jobs in the near future.

APPROVAL OF MINUTES

The minutes of the February 12 meeting were approved by mutual consent by those who were at that meeting.

APPROVAL OF EXPENDITURES AND REPORT OF ACCOUNTS

C. Skoglund moved to approve the expenditures and report of accounts for February.
C. Munch seconded. The motion carried with all in favor.

BILL LIST

The bill list for February was presented: General account: check numbers 12086 thru 12128; Water account: check numbers 5113 thru 5128; Sewer account: check numbers 4775 thru 4785; Highway Aid account: check numbers: check numbers 883 thru 885.

C. Skoglund moved to approve the bill list for February, 2014.
R. Buchanan seconded. The motion carried with all in favor.

APPROVAL OF PAYROLL REGISTER

F. Arbogast moved to approve the February 4 and 17 payroll registers.
R. Buchanan seconded. The motion carried with all in favor.

SUBDIVISION & LAND DEVELOPMENT**21 South Hill Street**

The land development plan was reviewed by staff yesterday and as part of the Zoning Hearing Board's decision for the seven apartments, Council is to approve the type of fencing required on the north side of the property and the type of trees along the east side of the property. Phil presented a drawing showing the six foot high vinyl fence to be installed along the north side and the four foot high Eastern White Pine trees with ten foot centers to be installed along the east side.

C. Skoglund moved to approve the six foot high vinyl fence to be installed along the north side of the property and also the four foot high Eastern White Pine trees with ten foot centers to be installed along the east side as part of the Zoning Hearing Board's decision, as shown on the site plan dated February 14, 2014.
R. Buchanan seconded. The motion carried with all in favor.

M. Sharkey arrived at 7:18 p.m.

Codes Enforcement – Keith Hunnings

Keith stated he issued five permits in February and there were some snow complaints about sidewalk and handicapped ramps not being cleared. The ordinance requiring snow and ice to be removed from sidewalks should be revised to give more enforcement power in getting the sidewalks cleared, not just levying a fine.

Memorandum of Understanding with the Soil Conservation District

The MOU was presented listing who is responsible for what action item and number 11 on page 4 allows for permits and other approvals to be withheld in one municipality when the individual requesting a permit is in violation in another jurisdiction.

Wellhead Delegation

After discussion, the process will continue as in the past. If Keith receives a request for a questionable use in a wellhead protection zone, he consults with Supt. Sweitzer and if a variance or special exception is needed for that use, it proceeds to the Wellhead Protection Committee (Supt. Sweitzer is Chairman) and then to the Zoning Hearing Board.

Public Hearing for Ordinance #2014-1 Relating to Storm Water References

The regular meeting was closed at 7:40 p.m. to open a public hearing for Ordinance #2014-1 removing prior references to storm water from the Zoning Ordinance and Subdivision and Land Development Ordinance. There was no public comment and the hearing was closed at 7:42 p.m. The regular meeting was re-opened.

C. Skoglund moved to adopt Ordinance #2014-1.

R. Buchanan seconded. Roll call vote:

Arbogast:	yes, in favor
Buchanan	yes, in favor
Munch	yes, in favor
Skoglund	yes, in favor
Sharkey	yes, in favor
Ridgely	yes, in favor

Southern Regional Police Department – Richard R. Buchanan

The new officers are learning the software system. The police report for January was highlighted by R. Buchanan. Stewartstown Borough residents are making positive comments to its Council. There was a burglary recently and an individual was identified the next day wearing the same apparel and was reported to the police. M. Sharkey mentioned a LaCrosse team was practicing in the parking lot adjacent to the playground in New Freedom and a complaint was received by the police department. Parents should contact the New Freedom Borough office to see if it's acceptable to use that parking lot in the future if the field is too wet.

Water & Sewer – Richard R. Buchanan

Smith and Blouse Wells and Re-Permitting

The Blouse Well report was submitted to the Susquehanna River Basin Commission. The letters to the property owners within a half mile radius went out on February 28. Almost \$125,000.00 on the Blouse and Smith Wells has been spent to date not counting the cost of the mailing and employees' time. Eng. Lipinski stated his firm knew a mailing had to be done two years ago but was told it was to the adjacent property owners and was then changed to all property owners within a half mile radius. Supt. Sweitzer recommended that R. Buchanan and anyone else who can go along attend the hearing for the permit renewals.

Meadow Well

A meeting needs to be scheduled with the SRBC about the permit renewal for the Meadow Well that expires in 2019.

Forest Lakes Sewer Meters and Memorandum of Understanding with York Water

The York Water Company will be supplying water to the Forest Lakes development by Memorial Day. The billing software company has made a few modifications to our system and the office will be able to download the readings electronically for The York Water Company customers that are currently entered by hand. R. Buchanan prepared a Memorandum of Understanding to be reviewed.

Fire Suppression Public Protection Classification Program (PPC)

Supt. Sweitzer met with ISO (Insurance Standards Organization) with regards to the water system and fire hydrants. The Borough's water system has a Public Protection Classification of '4' which is good.

Southern Farms Sewer Project

The next phase to be done is additional homes on Covington Drive and Strassburg Circle. Supt. Sweitzer asked to add Brandywine Drive to the project, since those homes also have problems with tree roots. The amount of \$210,000.00 was budgeted by the Municipal Authority and there are funds in the sewer reserves for these projects. Brandywine Drive will be included in the scope of work in order to get a more competitive bid. (Discussed further under Engineer's Report).

R. Buchanan moved to continue with the bid specification to include Brandywine Drive along with Covington Drive and Strassburg Circle.

F. Arbogast and M. Sharkey seconded. The motion carried with all in favor.

Public Roads & Lighting – Michael G. Sharkey

Winter Snow Removal Costs

Supt. Sweitzer reported that the snow removal costs are over budget.

Columbia Gas Line Replacement

The gas lines will be replaced on North Sunset Drive, Linden Avenue, West Clearview Drive, and possibly North Main Street in 2015.

Public Lands, Buildings and Finance – Christopher M. Skoglund

Separation of Borough and Authority

C. Skoglund and R. Buchanan met to discuss the continued process of separating the Authority from the Borough financially and the goal is to be in a good position by June to start work on the 2015 budget.

Sewer Zones for Breakdown of Major Repairs and Projects

Eight zones have been created and S. Shaw in the office is in the process of labeling each sewer customer as to which zone they are in for the purposes of breaking down the costs of major repairs and projects.

ENGINEER'S REPORT

Members 1st Federal Credit Union Plan

The plan can be signed and recorded.

Heathcote Glen II, Phase III

This portion of the development is located in Shrewsbury Township with just a small corner of one lot being in the Borough. There will be eight building lots and a detention pond. Township sewer EDUs will be used and Phil Robinson was told at yesterday's staff review that proof of those EDUs must be shown before the plan comes to Council, probably in April. The question arose at staff review whether eight wells should be

drilled as opposed to finding a way to serve them with Borough water and not be in conflict with the PUC. It was noted that Supervisor Paul Solomon and Phil Robinson plan to attend the April Council meeting to address that issue. It was suggested that the water and sewer committee should meet with Paul and Phil prior to the next meeting.

Liquidated Damages Clause in Contracts

These are damages that the parties agree to before a bid is presented and a contract is signed that keeps a project moving forward. Eng. Lipinski will draft a clause and send it to Council for review and approval at the April meeting. The clause will be included in the bid specifications for the Southern Farms sewer project.

Truss Pipe Replacement

A pipe under Tolna Road is collapsing and this job will soon be put out for bids.

SOLICITOR'S REPORT

95 East Forrest Avenue AutoZone

The Zoning Hearing Board denied the special exception request and the property owner has filed an appeal. The Borough has started the process to defend the appeal and the property owner may file another application to clarify some items that were questioned in the hearing decision. The current land development plan that has an extension until the July 9 meeting may need some adjustments depending on how the process proceeds.

Traffic Sign Management

The Federal Highway Administration issued standards and compliance requirements for signs in 2009. Sol. Rehmeyer stated the deadline for municipalities to establish a sign management or assessment program is June 13.

Water SCADA System

Sol. Rehmeyer is assisting Supt. Sweitzer with bidding questions regarding expansion of the system.

PennDOT Payment of EDUs

The second check may be received by the end of March.

Municipal Night at the Ballpark

Invitations were sent out for Municipal Night at the Ballpark on Friday, May 9, sponsored by the CGA Law Firm.

Public Safety, Welfare and Personnel – Fred W. ArbogastRon Rohrbaugh's Retirement

Ron's last day will be April 4 and there will be a luncheon at noon.

Emergency Response Box Assignments

Fire Chief Myers, in a message dated March 5, advised that President Ridgely may sign the approval letter of the box assignments in the CAD system.

F. Arbogast moved to authorize President Ridgely to sign the approval letter to be sent back to the County Emergency Services Offices.

C. Skoglund seconded. The motion carried with all in favor.

5K & Kids Fun Run

The Shrewsbury Christian Academy is having a 5K & Kids Fun Run on Saturday, April 12, starting at Miller Park in the Township and traveling on roads both in the Borough and the Township. A copy of the insurance certificate that was supplied to the Township was enclosed in the packet.

F. Arbogast moved to acknowledge the event and that a certificate of insurance naming the Borough as an additional insured be provided as well as contacting the appropriate authorities to help with traffic control, etc.

R. Buchanan seconded. The motion carried with all in favor.

Secretary's Report – Cindy L. Bosley

The next York County Boroughs Association meeting is March 27 in Dallastown. Eng. Lipinski will be a speaker.

York Adams Tax Bureau – Michael G. Sharkey

The Finance Committee met on February 12. The definition of unallocated funds entails all monies received by a tax collector are unallocated funds until the individual

taxpayer's information is reconciled with the payment. Tax payments that cannot be reconciled or allocated, and, as a result, cannot be distributed, remain as unallocated funds.

Subdivision, Land Development and Zoning

Planning Commission/Regional Planning Commission

UNFINISHED BUSINESS

NEW BUSINESS

Issue Control Sheet

The sheet was updated accordingly.

Second Free Cable Connection

M. Sharkey contacted Comcast Cable today to see about the second free cable connection at the new Scout House or at the Park, with possible public wi-fi. After a brief discussion, M. Sharkey was asked to bring a recommendation back to the April meeting.

Act 8 Fire Company

F. Arbogast asked President Ridgely if he had everything he needed for compliance of the Fire Company under Act 8. President Ridgely stated he had everything necessary.

COMMUNICATIONS

York Area Metropolitan Planning Organization (YAMPO)

A letter was received asking for nominations to fill the term from July, 2014, through July, 2018.

ADJOURNMENT

C. Skoglund moved to adjourn the meeting at 9:12 p.m.
M. Sharkey seconded. The motion carried with all in favor.

Submitted by Cindy L. Bosley, Sec.