

## MINUTES

## SHREWSBURY BOROUGH COUNCIL

REGULAR MEETING

August 12, 2015

PRESENT: Fred W. Arbogast, Richard R. Buchanan, Michael Sharkey, Michael W. Ridgely, Christopher M. Skoglund, Eric W. Stoley, and Stanton L. Walters

## OTHERS

PRESENT: Brian L. Sweitzer, Supt. of Public Works; Jeffrey L. Rehmeyer, II, Esq.; David Lipinski, P.E.; Nate Kirschman; Keith Hunnings of South Penn Code Consultants; Diane Kraatz; Ted Nadobny; Kraig Moodie; Joyce Doonan

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

**CITIZEN'S COMMENTS**

Joyce Doonan, of 9 Wineberry Drive, said the stormwater detention pond now owned by the developer of the Apple Tree Court development is not operating as it did. During a recent big storm, water gushed from the detention pond and was running through the bottom of their property very fast and in different directions, which it never did before. The previous owners repaired the outlet structure. The developer installed the road and the sod has been disturbed in order to install the infrastructures. When the homes are built, there will be runoff from the road and driveways so the runoff should lessen. A letter will be sent to Gloria McCleary that the pond needs to be addressed.

**APPROVAL OF MINUTES**

The minutes of the July 8 meeting were approved by unanimous consent.

**APPROVAL OF EXPENDITURES AND REPORT OF ACCOUNTS**

C. Skoglund moved to approve the July expenditures and report of accounts. M. Sharkey and E. Stoley seconded. The motion carried with all in favor.

C. Skoglund moved to approve the July expenditures and report of accounts. F. Arbogast seconded. The motion carried with all in favor.

**BILL LIST**

The bill list for June was presented: General account: check numbers 12920 thru 12969; Water account: check numbers 5403 thru 5420; Sewer account: check numbers 5019 thru 5029; Highway Aid account: check numbers 905 and 906.

C. Skoglund moved to approve the bill list for July, 2015.

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

### **APPROVAL OF PAYROLL REGISTER**

C. Skoglund moved to approve the July 6 and 20 payroll registers.

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

### **SUBDIVISION & LAND DEVELOPMENT**

Staff reviewed a sketch plan for a medical clinic at 89 East Forrest Avenue. There will be a plan filed to subdivide a small piece of land from a home to an adjacent home owned by the same person.

#### **Codes Enforcement** – Keith Hunnings

Eight permits were issued in July.

##### **17 Onion Boulevard**

EQ Northeast contacted Keith about the application for a use permit for 17 Onion Boulevard. CCIS is going to inspect the building to see if it meets the criteria for the requested use. Keith informed EQ Northeast they will need to go before the Zoning Hearing Board for the requested use.

##### **15 Kratz Road Bridge**

The management company removed a small bridge that used two small pipes for a creek crossing. The bridge was removed and the area has been restored.

#### **Water & Sewer** – Richard R. Buchanan

##### **Flow Meter Presentation**

Kraig Moodie of FloWav gave a brief presentation on wastewater flow metering equipment his company sells. The equipment measures the depth and velocity of the water every five minutes. The equipment is hardwired and could be read using a laptop or wireless to a website. The price is between \$4,500.00 and 5,000.00 with another

\$1,000.00 for wireless capability. FloWav is a member of CoStars. Mr. Moodie was asked to provide a price breakdown for budget purposes.

### Well Productions

Buck provided a well production printout showing the average use as 306,223 gallons per day or 49.4% of the permitted well capacities. There was discussion regarding the request of the SRBC for the data for the grandfathered wells which has nothing to do with the current re-permitting for the Smith and Blouse Wells. Rep. Kristin Phillips-Hill is scheduling a meeting with the seven other representatives who signed the letter to the SRBC a few weeks ago. It was the consensus of Council that Supt. Sweitzer inform the SRBC that he does not have the approval to release the information and that we expect the permitting process to proceed for the Blouse and Smith Wells.

### 6 Wineberry Drive Storm Sewer

As discussed last month, the resident at 6 Wineberry Drive called and asked about a sinkhole that developed near a storm water pipe in their back yard. The bottom of the storm water pipe is rusted and about 40 feet needs to be replaced. This is a private stormwater pipe. Supt. Sweitzer was asked to write up the scope of work required and give the homeowner a price for labor and materials for the Borough to perform the work and then the homeowner can get a price from a contractor for the same work. Supt. Sweitzer submitted a price of \$3,000.00.

Supt. Sweitzer was authorized to contact the home owner and let her know she would have the option to pay the cost over three months at \$1,000.00 per month. The homeowner has not responded.

### 518 South Main Street

The property owner replaced the water service and the private well will be properly abandoned.

### Curb Stop Mapping

Nate Merkel, formerly of PA Rural Water and now with Raudenbush Engineering, provided a cost to locate and map each customer's water shutoff. The mapping will finish the water system and will cost \$10,000.00 to record and map 2,000 water system curb stops. This will be included in the 2016 budget.

### Southern Regional Police – Richard R. Buchanan

Buck highlighted the police report. The carnivals are over; negotiations are continuing and arbitration will be later this month. Glen Rock Borough would still like their expense

line to be no more than \$250,000.00. Buck stated he drafted and sent a letter regarding speed control devices to the gentleman on Covington Drive.

### **Public Roads & Lighting** – Michael G. Sharkey

#### Essex Circle Drive Water Study

ECS Geotechnical Company was on site on July 9 to work with the Public Works Department on four test holes to monitor groundwater.

#### Mount Airy Road Traffic Redesign

A letter was sent asking for the delineators at the shopping center and PennDOT denied our request for delineators due to maintenance issues. The shopping center representative has the redesign information.

#### North Main Street PennDOT Repave

PennDOT will repair and repave certain sections of North Main Street next spring. The Borough is responsible for the storm drain work. M. Sharkey will draft a letter as to what work the Borough would like to see done as part of the repaving project, like resloping the edge of the roadway where it meets residents' driveways.

PennDOT recently tarred and chipped the edges of North Main Street and left a trail of gravel along the edge of the road which will wash down into the storm drains. PennDOT will be contacted and asked to sweep the street.

#### Missing Signs

Nate Kirschman stated there is a 45 mph speed limit sign that has been missing near 432 North Main Street for over a year. There was a bent sign near the firehall that has not been replaced either. He also questioned if there is a 'please use turn signal for left turn' that could be placed on westbound West Forrest Avenue where it takes a left turn and changes to Park Street.

#### Speed Tables

In response to Buck's letter to the Covington Drive resident, M. Sharkey stated something should also be placed in the next newsletter setting forth Council's stance on speed humps/tables to clarify it isn't just about the cost of installation. It's signage, how do you address driveways, repaving, snow plowing, parking, setting a precedent, etc. The money would be better spent in paving the roads safe for travel.

Traffic Signal at Main Street and Forrest Avenue Timing

M. Sharkey said he received a call that the east and west green is too long. The timing will be checked against the permit.

Revised Signal Permit Plans East Forrest Avenue Corridor

In preparation for the construction of Johnson Controls at the Stonebridge Business Park in Hopewell Township, Transportation Resource Group, Inc. performed a traffic study for the lights along the East Forrest Avenue corridor with the removal of the light at the square, Main Street and Forrest Avenue from the synchronization. Council was opposed to the removal of the light at the square from the loop.

E. Stoley moved to reject the traffic study and proposal to revise the East Forrest Avenue corridor traffic signal permit by removing the light at Main Street and Forrest Avenue. M. Sharkey seconded. The motion carried with all in favor.

Request to Revise Timing at Shrewsbury Square Shopping Center Signal

A request was submitted asking that the green light at the Shrewsbury Square Shopping Center be lengthened to allow more cars to exit the shopping center. Council felt that the current timing is satisfactory and if the traffic pattern within the shopping center changes or the southern ingress/egress is closed, then this will be re-addressed.

**Public Lands, Buildings and Finance** – Christopher M. SkoglundBorough Building Heat System

W. W. Gemmill, Inc. installed the boiler and is ready for the winter; the cost was \$15,640.00.

Historical Signs Refurbish

The signs are faded and need some work. Sal's Signs will refurbish the three signs for \$240.00 each and can be finished by fall.

Playground Camera System

The Southern Regional Police used the camera recording to solve a case next to the playground property. A service plan would cover replacement of cameras, DVR, and service calls. If assistance is needed to find video to solve a crime, CIA will respond free of charge.

M. Sharkey moved to purchase the service plan at \$900.00 a year.  
R. Buchanan seconded. The motion carried with all in favor.

As for the one-time charge of \$975.00 for remote access, we will get a year's experience in to see if it is needed.

### APPI Energy Savings

A proposal was received from APPI Energy, who is endorsed by the Pennsylvania State Association of Boroughs, that recommends Guttman Energy be used for the Borough's energy supplier. Met Ed would still perform support and delivery. This would be for a four year contract at a cost of about .05796 per kw as opposed to .083560 currently charged by Med Ed.

C. Skoglund moved to authorize the signing of the contract with Guttman Energy at a cost of .05796 kw for a four year time period.  
F. Arbogast seconded. The motion carried with all in favor.

### Budget Meetings

The following dates were advertised for meetings: October 8, October 15, October 29, November 12, and December 3.

### Draft Audit Report

The Finance Committee met with the auditor prior to the meeting and the final report will be adopted next month. Under GASB 68 and for reporting purposes, the Borough's pension fund is underfunded in the amount of \$40,739.00. Beginning with the 2016 budget, the Borough will start making an extra contribution to bring the underfunding amount down. The investment schedule was amended last summer so perhaps this will help as well.

## **ENGINEER'S REPORT**

### Essex Circle Drive Street Work

Eng. Lipinski and Supt. Sweitzer met with ECS, geotechnical engineer, to discuss possible solutions.

### Deer Creek Pump Station

Council approved the upgrading of the pump station last month, but due to the request to transfer EDUs to this area, the Municipal Authority did not approve the signing of the DEP permit application to start the process due to capacity concerns.

### Heathcote Glen II, Phase III Final Plan(Township)

The Borough will need a copy of the final signed plan that was recently recorded.

### Capacity Analysis Study Deer Creek

James R. Holley & Assoc. was asked to submit a proposal which would include flow metering by the Public Works Department. They would need at least three months of data, but six months would be preferable. Sewage flow readings from these meters along with rainfall data and water consumption can be used to determine areas of high I & I. The cost to perform the study would be between \$15,000.00 – 25,000.00.

### Final DeTraglia Excavating Invoice

E. Stoley moved to approve payment of the Borough's share of the invoice for replacement of the Tolna Junction sewer pipe in the amount of \$223.34 which is 2.6% of \$8,590.00 to DeTraglia Excavating.

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

## **SOLICITOR'S REPORT**

### Transfer of Sewer EDUs from Shrewsbury Township to Stewart Properties (Hopewell)

Stewart Properties received approval from Shrewsbury Township to purchase ten EDUs to be used at the Stewart Properties in Hopewell Township. The Borough/Authority are concerned about the hydraulic overload in the lines and Deer Creek Pump Station. Many years ago, Joseph Silbaugh was allowed to transfer EDUs from a property in Hopewell Township to property in Shrewsbury Township. This transfer could be considered a swap. The Borough/Authority could bring the hydraulic overload to the attention of Stewart Properties to see if it would like to contribute toward the study or upgrade or make a decision to allow the ten or even five EDUs to get the tenant in the building at Stonebridge Business Park.

### EQ Northeast Permit Request for 17 Onion Boulevard

Sol. Rehmeyer is working with the zoning officer as he addresses the owner's submissions to DEP.

### Heathcote Glen II, Phase III

The Declaration of Covenants and Restrictions and Water Services Agreement were recorded on July 23, 2015.

#### Drainage Easement Tree Hollow Drive

Sol. Rehmeyer provided a copy of a Release and Waiver of Liability to the Moffatts for review, discussion and to share with their neighbors at 25 Tree Hollow Drive.

#### Amendment to Ordinance No. 2005-10 Street Cuts

A draft ordinance was prepared that requires the entire lane of travel on any streets where an opening or excavation is made shall be restored and resurfaced in its entirety if the opening or excavation occurs within five years after municipal paving.

#### Resolution No. 2015-2 Increasing Solicitation Permit Fee

R. Buchanan moved to adopt Resolution 2015-2 to increase the cost of a solicitation permit to \$25.00.

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

#### PennDOT I-83 Cross Pipe Sliplining Project

Sol. Rehmeyer's office assisted Supt. Sweitzer in having the Borough named as an additional insured on the insurance certificate of the contractor, J.D. Eckman, Inc. The Emergency Preparedness and Protection Plan and the MSDS sheets for hazardous materials were also obtained. An Indemnification agreement was prepared and sent to the contractor.

#### National Flood Insurance Program

The Borough received a letter from FEMA on June 16 and PEMA on June 23 indicating that we were not participating in the National Flood Insurance Program. The Borough adopted a floodplain ordinance in 2009, even though there are no flood plains in the Borough, in order for residents to participate in the National Flood Insurance Program. Copies of the 2009-1 Floodplain Ordinance, the Resolution to Apply to Participate in the NFIP and an e-mail submitting the documents to the Department of Community and Economic Development were found by Sol. Rehmeyer's office. These documents were recently forwarded to Mr. Dan Fitzpatrick at DCED and he responded that the Borough is a member in good standing in the NFIP and does not know why the two letters were received by the Borough. Since the recent changes in the flood maps do not impact the Borough, we do not need to revise the Floodplain Ordinance (2009-1).

Extra Snow Plow Driver

Sol. Rehmeyer was asked to advertise for bids for the extra snow plow driver.

**Public Safety, Welfare and Personnel** – Fred W. Arbogast

NIMS Update

S. Walters stated he and Nate Kirschman will be responding to a questionnaire regarding what the Borough has done to become NIMS(National Incident Management System) compliant.

**Secretary's Report** – Cindy L. Bosley

**York Adams Tax Bureau** – Michael Sharkey

M. Sharkey reviewed the draft minutes from the last meeting (and were supplied to Council previously).

**Subdivision, Land Development and Zoning** – Eric W. Stoley

**Planning Commission/Regional Planning Commission** – Eric W. Stoley

**UNFINISHED BUSINESS**

**NEW BUSINESS**

Issue Control Sheet

The sheet was updated accordingly.

**COMMUNICATIONS**

**ADJOURNMENT**

E. Stoley moved to adjourn the meeting at 9:24 p.m.  
F. Arbogast seconded. The motion carried with all in favor.

Submitted by Cindy L. Bosley, Sec.