

MINUTES

SHREWSBURY BOROUGH COUNCIL

REGULAR MEETING

February 10, 2016

PRESENT: Mayor Peter W. Schnabel, Fred W. Arbogast, Richard R. Buchanan, Michael G. Sharkey, Christopher M. Skoglund, Stanton L. Walters, Diane Kraatz, and Ted Nadobny

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; Tony Myers, Fire Chief; Al Clark; Gloria McCleary; Rich Colton; John-Paul Whitmore

The regular meeting of the Borough Council convened at 7:07 p.m. in the Borough municipal building, 35 West Railroad Avenue, with President Buchanan presiding.

CITIZEN'S COMMENTS

Al Clark, 201 South Main Street, was present and showed pictures of tire tracks in his yard six feet away from his home made by large trucks that don't have enough room to make the turn off of Main Street onto East Church Avenue. He caught up to one of the tractor trailers who was making a delivery to WalMart. He has the name of the trucking company and he was advised to contact them to pursue a trespassing on private property claim. Mr. Clark asked about placing large rocks or boulders as part of landscaping on his property and he was told he can do that at his own expense and liability and as long as the Borough can move the barrier if it needs to gain access to a utility.

John-Paul Whitmore stated the Public Works Department did an outstanding job clearing the snow during the blizzard a few weeks ago.

APPROVAL OF MINUTES

The minutes of the January 4 meeting were approved by unanimous consent.

APPROVAL OF EXPENDITURES AND REPORT OF ACCOUNTS

C. Skoglund moved to approve the expenditures and report of accounts for December.

M. Sharkey seconded. The motion carried with all in favor. The report for the Municipal Authority was also included for information only.

C. Skoglund moved to approve the bill lists: general account check numbers 13213 thru 13260; water account check numbers 5499 thru 5512; sewer account check numbers 5093 thru 5101; highway aid account none, and to approve the financial reports for January.

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

APPROVAL OF PAYROLL REGISTER

C. Skoglund moved to approve the January 4 and 18 payroll registers.

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

SUBDIVISION & LAND DEVELOPMENT

Apple Tree Court Bonding

The amount of the remaining improvements is \$51,334.33. The plan can also be signed since everything has been addressed except the surety. Gloria McCleary suggested that instead of obtaining a letter of credit she may provide a check and the Borough could open an escrow account, which is acceptable.

C. Skoglund moved that the plan be signed contingent upon the proper surety being in place and then the plan can be recorded.

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

Codes Enforcement – Keith Hunnings

Three permits were issued in January. A couple of snow removal complaints were received, the dentist at the square refuses to shovel the crosswalk access at the intersection and the owner of the gas station was asked to shovel the crosswalk and remove some snow from the sidewalk. It was discussed sending repeat offenders a notice in October as a reminder to clear sidewalks and crosswalks. The snow fall a couple of weeks ago was extraordinary. Keith can attend Council meetings at his discretion and will submit a monthly report. The stormwater application needs to be amended to include a notice that the applicant will be responsible for reimbursement of review costs.

Southern Regional Police – Richard Buchanan and Mayor Schnabel

Mayor Schnabel reported an officer manned the substation in Stewartstown Borough during the blizzard and a couple of officers stayed overnight in New Freedom Borough. Tony Myers, Michael Ridgely, and Buck Buchanan met with the representatives of the

other municipalities to discuss the funding formula. Meetings will be ongoing as there are differences of opinions. The next meeting is February 16. A letter will be sent to the school districts that there will be an increase. The two new officers will soon be on board.

Water & Sewer – Brian Sweitzer

Susquehanna River Basin Commission Appeal

R. Buchanan stated Attorney Hartman met with the Committee today regarding the appeal the Borough filed against the Susquehanna River Basin Commission. An executive session was called at 8:16 p.m. to discuss litigation and the meeting was reconvened at 9:11 p.m. Also discussed was a pending lawsuit regarding sewer capacity.

F. Arbogast moved to discontinue the SRBC appeal based on the discussion today with Attorney Hartman.

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

Sewer 101

R. Buchanan reminded everyone about the informational session to be held Thursday, February 18.

Woodlyn Well Repair

Kohl Brothers removed the pump and motor from the well on January 7. A quote for the repair is \$27,175.00 and we owe Kohl Brothers \$3,000.00 for pump removal and diagnosis. The repair is to replace the existing parts.

C. Skoglund moved to authorize Supt. Sweitzer to repair the pump using Kohl Brothers.

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

Sewer Meters

Eng. Lipinski arranged for a free demonstration of the ISCO sewer meter that was installed on January 20. The results will be available in March. T. Nadobny stated he could not access any data today and asked Supt. Sweitzer to check to see what the problem may be.

Public Roads & Lighting – Michael G. Sharkey

Street Paving

Supt. Sweitzer attached the future street paving cost estimate and includes ten streets that were determined to be the worst roads during the 2015 road survey. The total cost is \$433,368.08. Several roads would need sanitary sewer, water, or storm sewer replacement prior to paving. C. Skoglund reviewed the loan proposal from Fulton Bank and felt the Borough should consider obtaining a line of credit as the total of the work would be around a million dollars. This will enable the Borough to do the needed repairs and to get better bid prices.

Repaving North Main Street by PennDOT

M. Sharkey and Supt. Sweitzer met with Christopher McKee from PennDOT on January 14. The project will begin in the spring of 2017 due to a gas line replacement project that will take place in 2016. The project is four miles long with the entire square intersection being repaved. PennDOT will reinstall all pavement markings and traffic loops at the square. The culvert pipe on North Main Street where Trout Run intersects Main Street just north of Valley Road will be repaired due to excessive washouts and sinkholes. The driveway ramps that are a safety hazard will not be replaced by PennDOT, according to Mr. McKee. Eng. Lipinski will review the plans and contact PennDOT that a failure to mill down more of the roadway is a mistake. The Borough will be responsible for all stormwater pipes under the roadways and inlet boxes.

Exit 4 Upgrade

The area under the bridge needs to be expanded to allow two lanes in each direction with bridge replacement. There is indecision as to where funding will come from for the various upgrades.

Covington Drive Traffic Calming

Supt. Sweitzer will have the LTAP engineer look at Covington Drive, Northbrook Lane, and West Forrest Avenue and a meeting will be held this Friday morning.

Speed Detector Device

Approval was given last month to purchase a speed detector device that is mounted on a pole and collects data. It will not flash the speed the motorist is driving. A price was obtained from Decatur Electronics in the amount of \$2,018.50. The Secretary was given permission to order the device.

Public Lands, Buildings and Finance – Christopher M. Skoglund

Budget Year-End Review

C. Skoglund submitted the year-end budget comparison for review.

Pension Service and Expense Agreement

The Agreement submitted by the Principal Financial Group was reviewed by Sol. Rehmeyer and can be signed.

C. Skoglund moved that the Agreement be signed.

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

ENGINEER'S REPORT

Southern Farms Phase 2 Sewer Lining

Video Pipe has contacted Supt. Sweitzer two times about finishing the work and both times it snowed and had to be postponed. The remaining funds will not be dispersed until the work is done and videoed.

Deer Creek Pump Station

Eng. Lipinski asked for a motion to approve the issuance of a check up to \$500.00 for the DEP permit application fee.

F. Arbogast moved that a check be issued up to \$500.00 for the DEP permit application fee.

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

Premier Investments Plan, 141 North Main Street/10 East Clearview Drive

The plan has been signed and the outstanding conditions have been addressed. The plan can be signed and recorded.

M. Sharkey moved that the plan be signed this evening.

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

Parrish Properties Medical Clinic, 89 East Forrest Avenue

The plan has been revised and the only outstanding item is the Stormwater Operation and Maintenance Agreement that needs to be signed. Eng. Lipinski recommended the plan be signed but he will hold the plan until the Agreement has been signed.

M. Sharkey moved that the plan be signed and not recorded until the Stormwater Operation and Maintenance Agreement is signed.

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

Water and Street Work

Bids will be received in April for the Woodland Drive street work and the water system replacements on South Hill Street, Lisburn Avenue and Cloverdale Avenue. There is a problem with some of the valves not closing and notification may need to be given ahead of time for a boil water notice.

Traffic Signal at the Square

This signal will be taken out of the timing sequence of the other traffic signals on East Forrest Avenue as part of the Johnson Control signal upgrades. Rather than wait that long, it was suggested that a price be obtained from our traffic signal maintenance contractor to take it out of the loop now and then seek reimbursement from Johnson Controls.

M. Sharkey moved that up to the amount of \$2,000.00 be expended to remove the signal at Forrest Avenue and Main Street out of the loop timing with the other lights.

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

SOLICITOR'S REPORT

13 Tree Hollow Drive

The first attempt of the Sheriff to sell the property occurred this past Monday. Since the property would have been sold with the encumbering mortgage, there were no bidders. The sale has been continued until April 11. In the meantime, Sol. Rehmeyer's office is seeking Court approval for the second sale to occur with the mortgage being divested which should make the property more appealing causing it to be sold to a third party.

Adoption of Fee Schedule Resolution

An updated fee resolution should be adopted in order for the Borough to be reimbursed for charges incurred on the Borough's behalf.

South Penn Code Contract

Sol. Rehmeier is available to receive and review an updated contract whenever provided. It will remain the Borough's preference that such a contract not have any of the indemnification language to which our insurance carrier would not previously agree.

Municipal Law 101 Seminar

The CGA Law Firm is offering an overview and legal update on the Sunshine Act, Right-to-Know Law, and parliamentary procedure. The Ethics Act and conflicts of interest will also be covered.

Public Safety, Welfare and Personnel – Fred W. Arbogast

Blizzard Reimbursement

S. Walters stated the County is working with PEMA to obtain costs for the January 23 blizzard. If the thresholds are met, the Borough could receive up to 75% of the costs.

Pension Investments

F. Arbogast stated he and C. Skoglund met with the Robert Hall and Kevin Hall of the R.J. Hall Company today to review the plan and the investments.

Secretary's Report – Cindy L. Bosley

Annual Meeting Sponsored by School District

The re-scheduled date is now March 29.

York Adams Tax Bureau – Michael Sharkey

The draft minutes came out today. F. Arbogast and M. Sharkey attended the most recent meeting. The Board asked M. Sharkey if he would consider taking the Second Vice President position which he is considering. Funds from 2012 will be paid out this year and the Borough may receive a small amount. There will be an open house at the York location on April 25.

Subdivision, Land Development and Zoning

Planning Commission/Regional Planning Commission

UNFINISHED BUSINESS

NEW BUSINESS

Issue Control Sheet

The sheet was updated accordingly.

Shrewsbury Christian Academy

The 5K and Kids Fun Run to be held on Saturday, April 9 is acknowledged. Insurance certificates were provided.

New Councilperson Seminar

S. Walters attended the training for new elected official's seminar recently and one of the concerns was violating the Sunshine Law by using e-mail and for not having a separate non-personal or work-related e-mail address. The Secretary was asked to set up Shrewsbury Borough.org e-mail addresses for Council and Mayor Schnabel.

COMMUNICATIONS

Letter of Resignation

C. Skoglund submitted his resignation effective tonight which was accepted.

ADJOURNMENT

C. Skoglund moved to adjourn the meeting at 10:45 p.m.

T. Nadobny and D. Kraatz seconded. The motion carried with all in favor.

Submitted by Cindy L. Bosley, Sec.