

MINUTES

SHREWSBURY BOROUGH COUNCIL

REGULAR MEETING

March 9, 2016

PRESENT: Mayor Peter W. Schnabel, Fred W. Arbogast, Richard R. Buchanan, Michael G. Sharkey, 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; John-Paul Whitmore; Nick Caruccio, President Shrewsbury Vol. Fire Company; Keith Wills

The regular meeting of the Borough Council convened at 7:02 p.m. in the Borough municipal building, 35 West Railroad Avenue, with President Buchanan presiding.

CITIZEN'S COMMENTS**APPROVAL OF MINUTES**

The minutes of the February 10 meeting were approved by unanimous consent.

APPROVAL OF PAYROLL REGISTER

F. Arbogast moved to approve the February 1, 15, and 29 payroll registers. M. Sharkey seconded. The motion carried with all in favor.

APPROVAL OF EXPENDITURES AND REPORT OF ACCOUNTS

F. Arbogast moved to approve the bill lists: general account check numbers 13261 thru 13315; water account check numbers 5513 thru 5533; sewer account check numbers 5101 thru 5112; highway aid account check numbers 907 and 908, and to approve the financial reports for February.

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

SUBDIVISION & LAND DEVELOPMENT**Codes Enforcement**

Four permits were issued in February. A complaint was received from 35 Brook Meadow Circle about surface water which is a civil matter and not a Borough matter. Phantom Fireworks is no longer pursuing renting 17 Onion Boulevard.

Southern Regional Police – Richard Buchanan and Mayor Schnabel

There was an armed robbery at the gas station at the square recently. It was mentioned this store also sells tobacco and products related to tobacco that are used with illegal drugs. Chief Boddington will be questioned to see if these products are allowed to be sold.

The funding formula meetings will be ongoing as there are differences of opinions. Buck reviewed information he prepared showing the police activity by municipality from 2011 through 2015 based on random patrol time, patrol time percentage, response time, and response time percentage. A letter went to the two school districts and Winterstown and Railroad Boroughs that an increase may be necessary.

Water & Sewer – T. Nadobny and Supt. Sweitzer

Sewer Meters

A Laser Flo and an In-Line sewer meter were demonstrated on the Deer Creek interceptor. The Municipal Authority approved the purchase of two In-Line meters due to the ease of maneuverability, ability to monitor wye manholes simultaneously during storm events, and cost. The cost is approximately \$5,800.00 each with needed attachments and software.

T. Nadobny moved that two FloWAV meters and associated equipment and web hosting be purchased through the Co-Stars program based on the Borough's share of the expense with the Authority which is 57.8%.

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

Water Meter Upgrade

R. Buchanan, F. Arbogast, and Supt. Sweitzer met with a representative from L/B Water about upgrading water meters and reading software. The meters will cost similar to the current meters that are routinely replaced based on age. The quotes for the MXUs and Flexnet software were attached.

M. Sharkey moved that the Borough start purchasing the 510M replacements.

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

Susquehanna River Basin Commission Meeting

Through a grant with the Pennsylvania DEP, the Borough requested the SRBC's assistance with preparing the permit phase for the Village and Meadow Wells. A meeting is scheduled for March 24 and the meeting is to review the data for the two wells. The Meadow Well permit expires on May 11, 2019, and the Village Well permit expires on January 18, 2020.

Proportionate Sharing Report

Eng. Lipinski will review the report and even though there are still issues to be resolved, the first quarterly payment will be made as an act of good faith.

S. Walters moved to pay the first quarterly payment in the amount of \$186,975.00 as an act of good faith even though there are issues to be resolved.

F. Arbogast and D. Kraatz seconded. The motion carried with all in favor.

Public Roads & Lighting – Michael G. Sharkey

Repaving North Main Street by PennDOT

PennDOT was going to redo the traffic loops at the intersection of Main Street and Forrest Avenue as part of the repaving project. It was recommended by our traffic signal contractor that instead of loops in the roadway, that a laser system be installed for easier access and for repairs. It is more reliable and is less susceptible to the weather. The cost for the laser system is \$40,000.00.

201 South Main Street/East Church Street Truck Problem

A tractor trailer got stuck at this intersection with the tractor being in the side yard of 201 South Main Street. The truck was on its way to WalMart with the GPS taking him this route. The property owner is having a barrier placed on his property and Supt. Sweitzer marked the site triangle.

Covington Drive Traffic Study

M. Sharkey and Supt. Sweitzer met with Patrick Wright of LTAP to discuss speeding on Covington Drive. He recommended that Chapter 4 of the Traffic Calming book be reviewed and before any traffic calming measures can be done, a committee should be formed to review the possible solutions. The traffic study is necessary to look at the amount, type, and speed of the vehicles. Andrew Robison of Pennoni Engineering will install radars on Covington Drive and West Forrest Avenue on March 7 and will record data for one week.

Future Paving

Supt. Sweitzer is working on a cost estimate to replace necessary sewer and water utilities prior to the paving project for the 11 roads rated as below satisfactory.

Exit 4 Upgrade

PennDOT has scheduled a meeting for March 30 at the Shrewsbury Volunteer Fire Hall.

Mayor Schnabel entered the meeting at 8:03 p.m.

Public Lands, Buildings and Finance – Fred ArbogastNew Boiler

There was a problem with the gas valve recently and over the weekend the boiler quit working because the condensate pump stopped working and needed to be cleaned out. The Public Works Department will periodically clean the pump.

ENGINEER'S REPORTSouthern 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. Eng. Lipinski presented a recommendation of payment for the final invoice of \$33,355.50.

M. Sharkey moved that the Borough's portion of the final invoice of \$33,355.50 be paid. D. Kraatz seconded. The motion carried with all in favor.

Recorded Subdivision Plan

Eng. Lipinski reported the final plans for Apple Tree Court, Parrish Properties Medical Clinic, and Premier Investment have been recorded.

Street, Sewer, and Water Work

The Woodland Drive repaving project should have bids received in April and South Hill Street, Cloverdale Avenue, Lisburn Avenue, and Habelston Avenue water projects may have bids received in May.

Signal Timing Change for Light at Square

PennDOT has finalized the permit change for the timing of the traffic signal at the square and the Borough's contractor will do the work shortly.

Repaving of North Main Street

There is a driveway that creates a traffic hazard in the 100 block of North Main Street. The owner will be contacted about having the driveway cut in deeper to avoid the slope. The Public Works Department could perform the work and estimated cost of material is \$500.00.

Deer Creek Pump Station

The application and a check in the amount of \$500.00 are ready to submit to PADEP.

SOLICITOR'S REPORT

13 Tree Hollow Drive

The first attempt of the Sheriff to sell the property occurred in early February. The second sale is listed for April 11. The first order for the Rule to Show Cause Why the Property Should be Sold at a Judicial Sale was received and was served on all parties. If there is no response, Sol. Rehmeier's office will request the Court to issue the final order allowing the property to be sold free and clear. The Borough received funds for the outstanding water, sewer, and trash billings but not for the mowing charges or attorney's fees.

Adoption of Fee Schedule Resolution

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

F. Arbogast moved to adopt Resolution #2016-2 Establishing a Schedule of Attorney's Fees, Engineering Fees, and Other Charges and Costs Relating to the Collection of Delinquent Fees.

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

Street Cut Openings and Excavations Ordinance

The draft ordinance, Letter to Applicant regarding procedures and Letter to Applicant regarding approval were submitted for review at the meeting.

Use of E-Mail Communication

A draft Council Operating Guidelines was prepared and submitted as part of Sol. Rehmeyer's report. There was discussion regarding the title of the document. Sol. Rehmeyer stated the document is a guideline, not a policy.

S. Walters moved to accept the Council Operating Guidelines for Use of E-Mail Communications

F. Arbogast seconded. The motion carried with one opposition, M. Sharkey.

EXECUTIVE SESSION

An executive session was called at 8:49 p.m. to discuss threatened litigation. The meeting was reconvened at 9:22 p.m.

Public Safety, Welfare and Personnel – Fred W. Arbogast

Secretary's Report – Cindy L. Bosley

York County Boroughs Association Meeting

The next meeting is on March 31 in Seven Valleys.

York Adams Tax Bureau – Michael Sharkey

M. Sharkey stated he was nominated at the January meeting as the second Vice President. He is a member of the Tax Collection Committee, required by Act 32, and the Committee met on February 29.

Subdivision, Land Development and Zoning

Planning Commission/Regional Planning Commission

UNFINISHED BUSINESS

NEW BUSINESS

Council Vacancy

A resume was received from Bryan K. Wills, who is also the Chairman of the Planning Commission.

M. Sharkey moved to appoint Bryan (Keith) Wills to fill the unexpired term of Christopher M. Skoglund.

T. Nadobny seconded. The motion carried with all in favor.
Mayor Schnabel administered the Oath of Office to Keith.

Issue Control Sheet

The sheet was updated accordingly.

COMMUNICATIONS

Letter from Attorney Steven Hovis, Proportionate Sharing Report 2011

In July, 2012, New Freedom Borough sent a letter that a review of past proportionate share reports showed that the amount due for capital projects that were not calculated correctly and billed to the Borough is \$12,083.00. This is for the years 2000 through 2007. A letter was sent to New Freedom Borough on September 13, 2012, that the Borough and Authority had concerns that this reconciliation was done as a result of our questioning expenses in early 2012. Since the Authority and Borough felt the statute of limitations had passed for such collection, an offer to pay half of the \$12,083.00 was made and we had no response until the letter dated February 10, 2016, from Attorney Hovis. This will be addressed during the upcoming meeting with New Freedom Borough to review the most recent proportionate share report and other issues.

Pedestrian Crossing Request at Market Square

A resident from the SpiriTrust (former Lutheran Home) complex requested that pedestrian crossings lights be placed at the intersection of South Main Street and Old Farm Lane/Constitution Avenue. PennDOT has responded that installing crosswalks and push buttons would also require the installation of ADA curb ramps and pedestrian signal heads (hand/countdown). Eng. Lipinski was asked to determine an estimate for these items and in the meantime, a letter will be sent to the SpiriTrust complex to see if it would contribute heavily toward the project if the Borough decided to proceed. Another possibility would be to install a crosswalk and a sign reminding motorists that pedestrians in the crosswalk have the right-of-way.

National Motto

M. Sharkey said the National Motto – ‘In God We Trust’ – can be displayed on government property and requested that the Borough display the motto in the meeting room.

Electronic Recycling

The County Solid Waste & Refuse Authority may start up the electronic recycling again next month.

Solicitors

D. Kraatz stated a solicitor was at her door and presented a permit from another area when asked to see the solicitation permit. Residents should call the police when there is a solicitor who does not have a permit. Information will be placed in the next newsletter.

ADJOURNMENT

S. Walters moved to adjourn the meeting at 10:05 p.m.

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

Submitted by Cindy L. Bosley, Sec.