

## MINUTES

## SHREWSBURY BOROUGH COUNCIL

REGULAR MEETING

October 12, 2016

PRESENT: Mayor Peter W. Schnabel, Fred W. Arbogast, Michael Sharkey,  
Diane Kraatz, Ted Nadobny, Stanton Walters, and Richard Buchanan

## OTHERS

PRESENT: Brian L. Sweitzer, Supt. of Public Works; Jeffrey L. Rehmeyer II, Esq.;  
David Lipinski, P.E.; John-Paul Whitmore; Nate Kirschman; Phil Robinson;  
BJ Matthews and Mark Ayres from the Public Works Department

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

**CITIZEN'S COMMENTS**

Phil Robinson stated he will be attending New Freedom Borough's meeting next Monday which was moved to the third Monday because of Columbus Day. He submitted a sketch plan to the Township and is having a traffic study done. Phil was told that New Freedom Borough still needs to discuss with him any excess capacity in the plant and then he can come back to the Borough. We are starting the study to see if the lines and pump station has enough capacity.

**APPROVAL OF MINUTES**

The minutes of the September meeting were approved by unanimous consent.

**APPROVAL OF EXPENDITURES AND REPORT OF ACCOUNTS**

F. Arbogast moved to approve the bill lists: general account check numbers 1116 thru 1154; water account check numbers 1059 thru 1075; sewer account check numbers 1027 thru 1043; highway aid account: none; and to approve the financial reports for August. M. Sharkey seconded. The motion carried with all in favor. The PLGIT balances and report of accounts for the Municipal Authority were also included.

**APPROVAL OF PAYROLL REGISTER**

F. Arbogast moved to approve the September 12 and 26 payroll registers.

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

## **SUBDIVISION & LAND DEVELOPMENT**

### **Codes Enforcement**

Two building permits were issued in September. Keith's activity report was submitted and is on file.

### **Southern Regional Police** – Mayor Schnabel and R. Buchanan

Mayor Schnabel highlighted the September police report. A letter was received from the York Fair Committee thanking the Department for helping with the fair. Nate Kirschman helped the Department obtain a new phone system. The new police contract negotiations will start after the first of the year. The continuation meeting will be held on October 18 at 7:00 p.m. Nate Kirschman reminded Council that both New Freedom and Glen Rock Boroughs gave notice they are leaving the end of 2017. Shrewsbury Borough is the only municipality not going along with a funding formula using police hours only. He stated he is stepping down as the Alternate representative effective the end of this year. He stated the stress is affecting his health and he also stated he feels Shrewsbury needs to change some representation on the Commission with M. Sharkey being the representative. There was a meeting called the last week of October of the four Council Presidents and New Freedom Borough did not send a representative. R. Buchanan stated there will be more meetings and if New Freedom Borough elects not to send a representative, that is their choice. Shrewsbury still feels the formula should include stable factors such as population, mileage, etc., based on recommendations from DCED. R. Buchanan stated if the formula using police hours only was used, New Freedom Borough would benefit the most and Stewartstown Borough would pay the most. He is in the process of doing the math and he feels that once Stewartstown Borough sees the numbers, it will change its mind. It's felt that New Freedom Borough will be going with Southwestern Regional Police and that Glen Rock Borough will use State Police services. The Agreement states that Stewartstown Borough must remain in until the end of 2018. It was thought that at one time, Southwestern Regional Police billed on PPU's and that if any new officers were hired, regardless of experience, they would start at beginning scale wage. It is not viable for the Borough to have its own police force as it is better to share resources, manpower, and equipment.

### **Water & Sewer** – Supt. Sweitzer

#### **Deer Creek Pump Station Capacity**

The letter from DEP denying the proposal for expansion of the wet well was received. They referenced surcharging the sewer system and debris in the line to large diameter

pipe and they shut down the technical review until the issues can be addressed. A meeting is set for November 17 in Harrisburg.

### Wellhead Protection Meeting

A meeting was held on September 28 to review the Dollar General store to be built at the corner of Constitution Avenue and Miller Park Drive. The Committee felt the store's use is satisfactory. PennDOT discussed the Exit 4 interchange project and will come back to the Committee after the storm pond design is complete. Eng. Lipinski will review the design prior to the next meeting. The pond will be located in Zone 2 of the Pumphouse Well.

### SCADA Project

Control Systems 21 installed the panels at the Village, Home, and Meadow Wells. We are waiting for them to finish the three sites and base station. We budgeted \$80,000 and have spent \$35,477.56.

### Cloverdale Avenue, Lisburn Avenue, and Hill Street Water Main Replacement

H & H Contracting is working on Hill Street. The contractor must hydrostatic test the water lines and begin installing the services. The work will last into December.

M. Sharkey moved to pay the amount of \$140,530.50 to H & H General Excavating Company based on the recommendation of payment by Eng. Lipinski.

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

### Essex Circle Drive Sewer/Roads Project

Fitz & Smith began the project on August 26 at a price of \$325,595.50 and will replace the sewer mains and repair the roadway. The work is progressing slowly due to the nature of the sewer replacement and amount of groundwater.

S. Walters moved to pay the amount of the Borough's share (14%) of \$67,891.50 (\$9,504.81) to Fitz & Smith, Inc. based on the recommendation of payment by Eng. Lipinski.

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

### Sewer Meters

FloWav replaced a sensor on one of the meters and is working on finding a better way to receive data (cellular) with a composite manhole lid. The meters are in the Deer Creek

north and south interceptors for the sewer study. We still owe FloWav \$14,595.00 for the meters.

### **Public Roads & Lighting** – Supt. Sweitzer

#### Post Office Drainage

The Public Works Department shot elevations on the storm pipe at the post office on Constitution Avenue. The only solution is to install pipe from the old pipe to the concrete wing wall and grade around the wing wall. The estimated cost would be \$8,220.00 billed on time and materials. Sol. Rehmeyer will draft a letter to the property owner asking them to pay for the cost of the materials and we will perform the labor. He will also negotiate an easement that once the work is completed, it becomes owned and operated by the owner of the property.

#### West Forrest Avenue “No Parking”

Supt. Sweitzer stated he has the signs and yellow paint to make West Forrest Avenue between numbers 21 and 41 a no parking zone. The affected residents have been notified.

#### Shrewsbury Square Shopping Center/Members 1<sup>st</sup> Credit Union

Supt. Sweitzer is working with the assistant property manager for the Kimco shopping center and the Do Not Enter sign was removed next to the new bank. No parking spaces were lost.

### **Public Lands, Buildings and Finance** – F. Arbogast

#### Whitcraft Lane Vacant Lot

The Public Works Department graded off the storage area on the Borough’s parcel on Whitcraft Lane and he said it looks a lot better. Supt. Sweitzer spoke with the neighbors and they still have a few problems.

#### Approve Audit Report

F. Arbogast moved to approve the 2015 audit report.  
S. Walters seconded. The motion carried with R. Buchanan abstaining as he hadn’t seen the report. Next year, the Authority’s audit report needs to be referenced in the Borough’s audit report.

#### Auditing Firm Quotes

The Secretary was given permission to seek quotes from other auditing firms.

### Budget Meetings

The next budget meeting is tomorrow evening.

## **ENGINEER'S REPORT**

### Tapping Fee Study

It appears the sewer tapping fee can increase about \$1,000.00.

### North Main Street Repaving and Slope on East Side

After several meetings and phone conversations with PennDOT, Eng. Lipinski said they agreed to revise the street grade on the east side in the first block of North Main Street provided the Borough obtains a highway occupancy permit to replace and raise the height of the existing vertical curb. PennDOT confirmed it will be flexible on the design standards because of the constraints at this location. The new curb would be higher by about 12" and provide six inches of reveal. The cost would be between \$20,000.00 – 25,000.00. The amount of \$35,000.00 will be budgeted.

## **SOLICITOR'S REPORT**

### Eitzert Farms

The Vacation of Easement, Mortgage Satisfaction, and Agreement for Phasing of Land Development Plan and Financial Security were recorded on October 3. The original bond was received.

### No Parking on a Portion of West Forrest Avenue

Sol. Rehmyer reported the ordinance to eliminate parking between 21 and 41 West Forrest Avenue was prepared and will be advertised along with the ordinance to adopt Oaklyn Circle.

### Oaklyn Circle

The ordinance to adopt Oaklyn Circle has been prepared and will be advertised for adoption.

### Heathcote Glen Road Agreement

M. Sharkey moved that the Agreement be approved and ratified as of October 11, 2016. F. Arbogast seconded. The motion carried with all in favor.

### Municipal Law Seminar/Employment Primer

This seminar will be held on October 27 with two sessions: 3:00 to 4:30 p.m. or 5:30 to 7:00 p.m.

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

#### Regional EMA

S. Walters reported another meeting was held last evening and draft copies of an intergovernmental agreement and by-laws were distributed. Council briefly reviewed the Agreement and it was suggested the term for a member be a minimum of four years. Each member would contribute funds annually for the next three years until a balance of \$9,000.00 is obtained. Each member would retain ownership of the equipment it currently owns. Maintenance on that equipment should be paid by the owning municipality but new equipment purchased by the joint EMA should be maintained from the joint funds. Shrewsbury Borough's EOC would be the primary EOC with Shrewsbury Township being the secondary EOC. The next meeting is November 22 and comments should be provided to S. Walters prior to that date.

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

#### York County Boroughs Association Meeting

The annual meeting is November 12.

#### Appreciation Dinner

The dinner will be on Friday, November 18.

#### Tree Lighting Ceremony

The tree lighting ceremony will be on Sunday, December 4 at 6:00 p.m.

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

The next quarterly meeting will be on the last Monday of the month. There will be no increase in collection costs and the budget will be voted on at the next meeting.

**Planning Commission/Regional Planning Commission** – D. Kraatz

**UNFINISHED BUSINESS**

Engineer Review Committee

M. Sharkey said he will be the Chairman of this Committee.

New Freedom Borough Sewer Budget and Proportionate Share Report

This had been put on hold until the police funding formula was resolved. An e-mail will be sent by the office asking if Supt. Sweitzer can attend their sewer budget meetings. Also, Eng. Lipinski reminded Council the review of the 2013, 2014, and 2015 proportionate share reports need to be reviewed with New Freedom Borough.

**NEW BUSINESS**

Police Commission Alternate

The Secretary was asked to advertise for alternates for the Police Commission.

Trick or Treat Night

Trick or Treat night will be October 31 from 6:00 to 8:00 p.m.

Year-end Meeting

Council set Wednesday, December 28 at 7:00 p.m. as the final year-end meeting.

**COMMUNICATIONS**

**ADJOURNMENT**

S. Walters moved to adjourn the meeting at 9:41 p.m.  
M. Sharkey seconded. The motion carried with all in favor.

Submitted by Cindy L. Bosley, Sec.