

MINUTES

SHREWSBURY BOROUGH COUNCIL

REGULAR MEETING

AUGUST 14, 2013

PRESENT: Mayor Peter W. Schnabel, Fred W. Arbogast, Richard R. Buchanan, Carl W. Munch, Michael G. Sharkey, Christopher M. Skoglund and Eric W. Stoley

OTHERS

PRESENT: Brian L. Sweitzer, Supt. of Public Works; Jeffrey L. Rehmeyer, II, Esq.; David Lipinski, P.E.; Larry Zimmerman; Phil Robinson; Nate Kirschman; Stan Walters; Tony Myers; Nick Caruccio; Bob Dickson and eight Boy Scouts; Mike Cline; Mark Kiel

The regular meeting of the Borough Council convened at 7:31 p.m. in the Borough Municipal Building, 35 West Railroad Avenue, with Vice President Buchanan presiding.

CITIZEN COMMENTS

Nick Caruccio, President of the Shrewsbury Volunteer Fire Company, stated the Fire Company is going to try to have a bull roast again where alcohol would be served. Council had previously adopted a resolution acknowledging the activity.

E. Stoley moved to adopt Resolution number 2013-4 that acknowledges the activity and support of the event for the non-profit group to occur on November 9, 2013.

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

Michael Cline, of 3 Clear Run Drive, and Mark Kiel, of 32 Plank Road, were present to state their displeasure about a neighbor setting off illegal fireworks where debris came down on their persons and property. The Kiel household called the police but the fireworks display was stopped before the police arrived. Mr. Cline and Mr. Kiel were told to call the police if this happens again. Mr. Cline stated his dissatisfaction with the trash thrower who sat a trash can in the middle of the street recently.

Stan Walters, Emergency Management Coordinator, and Nate Kirschman, Assistant Emergency Management Coordinator, were present to discuss the updated Emergency Operations Plan as required by the County and for adoption of the Promulgation that approves the plan, pending on-going minor updating.

E. Stoley moved to approve the Emergency Operations Plan and Promulgation subject to minor on-going updates from time to time.

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

APPROVAL OF MINUTES

The minutes of the July 10, 2013, meeting were approved by unanimous consent by those who were at the meeting.

APPROVAL OF EXPENDITURES AND REPORT OF ACCOUNTS

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

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

BILL LIST

The bill list for July was presented: General account: check numbers 11767 thru 11822; Water account: check numbers 4998 thru 5012; Sewer account: check numbers 4666 thru 4688; Highway Aid: check number 874.

C. Skoglund moved to approve the July bill list.

E. Stoley seconded. The motion carried with all in favor.

PAYROLL REGISTER

C. Skoglund moved to approve the July 8 and 22 payroll registers.

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

SUBDIVISION AND LAND DEVELOPMENT BUSINESS

Heathcote Glen II Re-Approval of Final Plan

This plan approval was rescinded at the February meeting for failure to obtain bonding and payment outstanding fees. The plan was re-filed on June 28 for final approval and action must be taken by the October meeting. Most of the improvements are completed with inspections

being done by both the Borough and the Township. The estimated remaining work of the top coat on the roadway is \$14,105.00 and the basin conversion is \$10,010.00. Phil stated he can get a cash bond in about a week's time. There were two waivers approved previously: number and location of concrete monuments and sidewalks.

E. Stoley moved to re-approve the two waivers for this plan, from section 601(c) placement and location of two (2) concrete markers; and from section 603 waiving the requirement for curbs, gutters, and sidewalks.

C. Skoglund seconded. The motion carried with one no vote, M. Sharkey opposed.

E. Stoley moved to re-approve the final Heathcote Glen II plan with the condition that a bond be in place as set by the Borough Engineer by October 9, 2013.

C. Skoglund seconded. The motion carried with one no vote, M. Sharkey opposed.

Adoption of Phase I of Ascot Drive

The final coat was put in place recently but the deadline for adoption in order to receive liquid fuels funds is September 1 each year. Eng. Holley's office is preparing the centerline description needed for the ordinance. Since the deadline was not met, Council may enter into an agreement with Phil to plow and cinder the road this winter for payment by Phil of the amount of monies the Borough would have received from liquid fuels monies.

Southern Regional Police Commission – Mayor Schnabel

Mayor Schnabel highlighted the June police report and stated residents can sign up on the police department's website for news releases. The Committee will be making a presentation at the August 20 meeting relating to the possible joining of Stewartstown Borough. There will be public meeting at the Eureka Fire Hall in Stewartstown on August 27. Both meetings start at 7:00 p.m.

Mayor Schnabel left the meeting at 8:35 p.m.

Codes Enforcement –

Dog Kennel on Kratz Road

The same gentleman who complained last year about the dogs barking at the kennel voiced another complaint recently. Keith checked the complaint by visiting the kennel a few times and found the kennel to again be operating as per the zoning hearing board decisions. The new gravel driveway mentioned in the complaint was an existing gravel driveway(Keith viewed

aerial photos) to which the owner applied fresh gravel. E. Stoley stated he visited the area four times and heard a dog bark once and two dogs barking in response but the other times it was quiet.

Water & Sewer – Brian L. Sweitzer

Mason Dixon Restaurant and Rutter's Grease Issues

The sewer lateral for the Mason Dixon Restaurant and the Rutter's Store is filled with grease similar to the New China Restaurant's line. The Mason Dixon/Rutter's line was in violation in 2009 as the second offense. The Market Square Shopping Center was not fined as it was contracting with Kline's Services for increased maintenance. The third offense calls for a \$1,000.00 fine plus the cost to clean the laterals and mains. Kline's Services is still cleaning out the grease trap but is not producing results.

E. Stoley moved that the shopping center be fined \$1,000.00 for the third offense plus the costs of cleanup.

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

New China Restaurant Grease Violation

The Market Square Shopping Center paid the fine and the costs for the recent grease violation. The restaurant is investigating a larger, 500 gallon outside grease trap. They currently have a grease Dumpster.

Blouse Well SRBC Test

The 72-hour pump test was begun this past Monday but had to be stopped because almost two inches of rain fell on Tuesday. The SRBC will review the records for the 24 hours of testing.

Deer Creek Pump Replacement

Deer Creek motor number one is leaking between the shaft and seal. The shaft has been machined several times due to wear and tear. The only correction is to replace the pump and impeller for \$22,554.00. This is an emergency repair and does not have to be placed out for bids. The station cannot operate with one pump. This is considered a capital improvement.

SCADA and Radio Communications

Nate Kirschman and B. Sweitzer will meet with Control Systems 21 on August 20 to study the Borough's water and sewer systems with regard to radio communications and budgeting.

Public Roads & Lighting – Eric W. Stoley

Street Light Resolution

E. Stoley moved to adopt Resolution number 2013-6 for a new street light in Heathcote Glen II. C. Skoglund seconded. The motion carried with all in favor.

Bridle Road Paving

Paving will begin after Labor Day. Residents will be notified once a date is given.

West Clearview Drive Storm Pipe

This project will be started next week.

Interstate I-83 and Route 851 Traffic Signal Markings

A complaint was sent to Rep. Stan Saylor that there were no pedestrian markings at this intersection. Shrewsbury Township has requested help in installing thermoplastic markings at the two traffic signals. This is for turn arrows, stop bars and for pedestrian crossings. It was the consensus that to encourage and direct pedestrians to walk through the overpass would be dangerous. B. Sweitzer was asked to contact the Township that we are willing to install the turn arrows and stop bars, but not the pedestrian crossing markings.

Public Lands, Buildings and Finance – Christopher M. Skoglund

Final Audit Report

C. Skoglund moved to approve the final audit report as presented. E. Stoley seconded. The motion carried with all in favor.

Quote for Auditing Services

SF & Company submitted the following fees for future audits: 2013 - \$16,800.00; 2014 - \$17,650.00; and 2014 - \$18,500.00.

C. Skoglund moved to accept the fee proposal as stated.
M. Sharkey seconded. The motion carried with all in favor.

New Dump Truck and Plow

The new Freightliner dump truck and plow are ordered and should arrive in October. The cost is \$135,184.00.

Graffiti

The playground pavilion, band shell, restroom building, dugouts, municipal buildings and the former library building all experienced spray painting graffiti. The perpetrators were caught at the fire hall by our summer employee/volunteer fireman, Brendon Kroner and two others. The police responded and the perpetrators admitted to the vandalism.

Budget Meeting Dates

Dates will be scheduled next month.

Carl Munch Picnic Table

C. Munch donated a picnic table to the Borough last month and it has been placed under the band shell.

Playground Generator Building

The exterior of this building is deteriorating and the cost of the repairs would be \$800.00. B. Sweitzer stated a Scout plans to use this as his Eagle Scout project. Council authorized the work to be done at a cost not to exceed \$1,000.00.

ENGINEER'S REPORT

Stormwater Ordinance

E. Stoley asked if the reference to a 10 ft. x 10 ft. shed could be referenced as 100 square ft. shed.

E. Stoley moved to authorize Sol. Rehmeyer to advertise the ordinance for adoption.
C. Skoglund seconded. The motion carried with all in favor.

Woodland Tank

Bids for the work will be received on September 10 so the project can be awarded at the September 11 Council meeting.

Southern Farms Sewer Project

Eng. Lipinski's office reviewed the video of the work and found some concerns. The \$47,194.45 retainage will be held until the problems have been addressed.

Brookview Meadows Sanitary Sewer Repair

Construction should begin in the next two weeks.

Windy Hill Road Bridge Replacement

The Borough will receive a check from PennDOT in the amount of \$10,445.34 and the Borough will send an invoice to PennDOT in the amount of \$23,223.63 which is our share of the construction.

Heathcote Glen II

Construction is underway and the public improvements are being inspected. As-builts are needed for the sanitary sewer and water system drawings. A letter was sent to the developer.

95 East Forrest Avenue Fill

Eng. Lipinski is receiving delivery ticket information from the quarry for the material. It is mostly clay and if it appears to be impervious, it will be classified as such. The developer needs to be reminded that when the grade is done, there need to be contours. Currently, it appears the northeast and northwest corners look too high. There will not be a retaining wall on the east side; it will be sloped.

Locating Manholes for GIS

The project is slightly underbudget. With the extra monies remaining, four or five permanent reference monuments could be placed on Borough-owned property. Clear site is needed. Council gave Eng. Lipinski permission to proceed.

SOLICITOR'S REPORT

Comcast Cable Franchise Agreement

Sol. Rehmeier's office provided executed copies of the Ordinance, Franchise Agreement and Side Agreement to Comcast. When a fully executed copy of the Franchise Agreement is received from Comcast, the Borough will receive a copy.

Eitzert Farms

The attorney for the developer stated that it may be possible the storm water improvements may need to be updated as required by DEP. Those changes would change some of the costs of the public improvements and an updated estimate for those costs will be done in the next few months. The PennDOT Highway Occupancy Permit did not expire, as previously thought by the developer.

Covington Ridge III

The contact for S & A Homes is still working on the expected costs for the public improvements.

Refuse and Recyclable Collection Specifications

The bid specifications were advertised as authorized at the July meeting. Bids may be opened on September 11. There is no separation of leaves that are collected as part of the regular trash during November, December, and January and the haulers do not have to keep refuse collected from Shrewsbury Borough separate. They have a way of keeping track of the amount collected in each municipality.

PennDOT EDU Agreement

The Agreement has been signed by PennDOT and we are anticipating a check to be sent to the Borough.

Storm Water Management Ordinance

The ordinance will be advertised with the plan to adopt the ordinance at the October meeting.

Public Safety, Welfare and Personnel – Michael G. Sharkey

Employee Cell Phones

B. Sweitzer brought up that rather than the employees carrying their personal cell phone and a Borough-issued phone, that the Sprint plan be dropped and reimburse the employee so much a month toward their personal phone plan that will be used on the job as well. M. Sharkey mentioned that an initial amount could be given toward a device and then so much a month maximum to be paid to that employee. B. Sweitzer was asked to present a proposal for a one time acquisition and to include the monthly fee.

Secretary's Report – Cindy L. Bosley

Animal Control Contract

The current animal control officer will be retiring at the end of the year and the Secretary is getting proposals to review for her replacement.

York Adams Tax Bureau – Michael G. Sharkey

M. Sharkey stated he could not attend the most recent meeting and the draft minutes have not been received.

Subdivision, Land Development & Zoning – Eric W. Stoley

Updated Fee Schedule Proposal

E. Stoley proposed the following fee adjustments:

- Special exceptions - \$500.00 plus costs for all classes;
- Interpretation appeals from zoning officer for Residential, non-profit, and Village charge \$500.00 plus costs and for Commercial/Industrial charge \$1,000.00 plus costs;
- Variances – Residential \$500.00 plus costs; non-profit and Village - \$750.00 plus

costs; and Commercial/Industrial charge \$1,000.00 plus costs;
Continuance or subsequent hearing \$100.00 plus costs for all classes except Residential;
Curative amendment and validity challenge \$1,500.00 plus costs

Planning Commission/Regional Planning Commission – Eric W. Stoley

Staff Review Members 1st Credit Union

The staff referred the plan back to the September staff review meeting. They did not address the irregularly-shaped lot note; did not address the easement as being created by them and not to come back to the Borough for relief in the future. A separate easement agreement should be recorded.

UNFINISHED BUSINESS

Issue Control Sheet

The form was reviewed and updated. The curfew ordinance item was removed.

NEW BUSINESS

Snow Plow Bid

Sol. Rehmeyer was authorized to advertise for bids for the extra driver for snow removal.

COMMUNICATIONS

ADJOURNMENT

E. Stoley moved to adjourn the meeting at 10:08 p.m.
C. Munch seconded. The motion carried with all in favor.

Submitted by,
Cindy L. Bosley, Sec.