

## MINUTES

### SHREWSBURY BOROUGH COUNCIL

REGULAR MEETING

DECEMBER 12, 2012

**PRESENT:** Mayor Peter W. Schnabel, Richard R. Buchanan, Michael W. Ridgely, Michael G. Sharkey, Christopher M. Skoglund, Eric W. Stoley, and Jason J. Traband

**OTHERS**

**PRESENT:** Brian L. Sweitzer, Supt. of Public Works; Jeffrey L. Rehmeyer, II, Esquire; David Lipinski, P.E.; Keith Hunnings of South Penn Code Consultants; Larry Zimmerman; Tony Myers, fire chief; Ted Nadobny

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

President Ridgely presented service plaques to Nancy Williams in appreciation of Robert Williams' 35 years of service on the Municipal Authority and to Tony Myers for his service on the Southern Regional Police Commission.

### **CITIZEN'S COMMENTS**

John Seman, II, owner of 430 South Main Street, was present regarding the outstanding invoice for connection of a two inch water service to the property. There was a misunderstanding when the elderly former owner had said there was no water in the building when, in fact, there was an old water service installed when the village of Hungerford existed and had its own water system. The electric was turned off in the building, pipes froze and were removed. Shrewsbury Borough never billed for water at this location. When the settlement occurred, Mr. Seman was told the building would need to connect to the water and sewer system and those tapping fees were collected from Mr. Edward Rehmeyer at settlement. Due to the fact that there was an old Hungerford water service, the Borough will reimburse Mr. Rehmeyer for the water capital improvement fee, water meter, and inspection fee totaling \$2,101.05.

R. Buchanan moved that the Borough reimburse Mr. Rehmeyer in the amount of \$2,101.05 for the water capital improvement fee, water meter, and inspection fee. C. Skoglund seconded. The motion carried with all in favor.

The outstanding amount of the invoice to Mr. Seman is \$12,742.93. A check in the amount of \$2,000.00 was given to the Borough but then Mr. Seman asked that the check be held to see if a compromise could be reached. Mr. Seman said he could

have used the three quarter inch line but it was his choice to install a two inch line in case a large user went in or if he would need to install a sprinkler system. The water and sewer committee and Brian Sweitzer met with Mr. Seman and R. Buchanan is proposing a reduction of \$4,130.00 leaving a balance of \$8,612.93 since the invoice from March, 2011, indicated the cost to install the future water line would be between \$1,000.00 and 2,000.00. There was discussion that he may never use the two inch line but it was felt that the two inch line was an improvement to the building and the offer of a balance of \$8,612.93 should stand. R. Buchanan also indicated that Mr. Seman could pay the remaining balance over a three-year period at \$230.00 a month. Mr. Seman said he would consider the compromise offer and let the Secretary know if he would agree to it and he also said the Borough can apply the \$2,000.00 check given in September toward the outstanding invoice.

### **APPROVAL OF MINUTES**

The minutes of the November 14 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 November expenditures and report of accounts. M. Sharkey seconded. The motion carried with all in favor.

### **BILL LIST**

The bill list for November was presented: General account: check numbers 11407 thru 11453; Water account: check numbers 4860 thru 4872; Sewer account: check numbers 4552 thru 4564; Highway Aid: none.

C. Skoglund moved to approve the November bill listing. J. Traband and E. Stoley seconded. The motion carried with all in favor.

### **PAYROLL REGISTER**

C. Skoglund moved to approve the November 12 and 26 payroll registers. M. Sharkey and E. Stoley seconded. The motion carried with all in favor.

## **SUBDIVISION AND LAND DEVELOPMENT BUSINESS**

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

Keith reported that six permits were issued in November.

#### Assembly of God Church Park and Ride

Keith reported there is a small area behind the church designated for the park and ride program through Rabbit Transit. About 16 spaces are used. Keith stated he would monitor the use to see if it interferes with the amount of spaces needed by the church. No signs are posted along Main Street.

#### Retail Store at 504 South Main Street

Keith is also monitoring the amount of merchandise for sale displayed outside. The previous arrangement with the store owner is that the merchandise can only be displayed and kept under the canopy at the front entrance.

#### 45 – 47 East Forrest Avenue

Keith reported one of the tenants called to report what she thought could be unsafe living conditions. Keith contacted Commonwealth Code and since the Borough does not have a property maintenance ordinance in place, no action could be taken. Sol. Rehmyer stated there would be remedies to the tenant under the law and she would need to contact an attorney. The tenant would need to fill out a complaint form as she did when she complained about the “pizza character” that is out in front of the business next door occasionally. It was felt there is a personal conflict between the tenant and the property management company.

#### Temporary Signs for Pizza Shop at 39 East Forrest Avenue

The pizza shop has numerous temporary signs and banners on display since opening this summer. Keith was asked to check the number signs.

#### GIS Presentation

Municipal Authority member Ted Nadobny gave a presentation on the GIS work he volunteered to do to coordinate mapping for the Public Works Department. There are 163 manholes that do not have coordinates, over 60 manholes with duplicate identification numbers and 42 manholes with no identification numbers. Ted identified 564 manholes with GPS coordinates. The 163 manholes that do not

have correct coordinates and the 35 questionable coordinates should be surveyed by a licensed surveyor for accuracy. James R. Holley & Assoc. quoted a price of approximately \$16,000.00.

C. Skoglund moved that a proposal be obtained for the professional services by the next meeting.

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

The Municipal Authority will vote on this at the January meeting.

### **Southern Regional Police Department** – Richard R. Buchanan

Buck highlighted the October police report.

The final 2013 police budget was presented showing the Borough's share at \$515,083 due to an increase in worker's compensation costs.

Buck presented a preliminary cost breakdown proposal that includes Stewartstown Borough based on assessed market value, population, patrol time, and road miles. This has not been presented to Stewartstown Borough Council as yet.

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

#### **Blouse Well SRBC Test**

Transducers must be installed in the monitoring wells and access gained through 15 Kratz Road and the Valley View Grove Homeowners' Association before testing.

R. Buchanan stated his earlier conversation with the owner of 15 Kratz Road was that she had retained an attorney and that she felt the Borough should reimburse her for that cost. There is a recorded sewer right-of-way on her property and B. Sweitzer was asked to notify her that the Borough will use that right-of-way to perform the pump test by placing a pipe above ground. Otherwise, the Public Works Department would need to build ramps for about five property owners to use to gain access to their driveways if the pipe needs to be run on the street, which is an additional expense. Sol. Rehmyer was also asked to send the Valley View Grove HOA a silence is consent letter since the President has not responded to the numerous attempts by B. Sweitzer to contact him to get the right-of-way agreement signed.

### Meeting with Phil Robinson

Buck stated that Phil called him and asked to meet regarding the proposal that Phil presented to the Municipal Authority at the November meeting whereby New Freedom Borough may be willing to sell capacity directly to some developers. The water and sewer committee will set a date to meet with Phil and Buck will invite former engineer, James Holley, to attend since he is familiar with the plant and the history involving the capacity.

### **Public Roads & Lighting** – Eric W. Stoley

#### 427 North Main Street

The property owner contacted Supt. Sweitzer about the stones washing onto Woodland Drive from severe storms. He scooped out the stones from the end of the driveway and there have not been any stone washouts. He invited Supt. Sweitzer to his property to visit during a heavy rain to investigate the cause of the excessive runoff.

#### Woodland Drive

A note was received from a resident that he feels another stormwater inlet should be installed further up the hill. E. Stoley will look into the request.

### **Public Lands, Buildings and Finance** – Christopher M. Skoglund

#### Tentative 2013 Budget

Revised budget sheets were distributed that include the actual third quarter receipts and expenditures. C. Skoglund will revise the sheets to reflect the increased police cost and remove the amount in general for the autodialer cost. M. Sharkey stated the amounts in the salary lines can also be reduced since the 2012 budget lines were underbudget.

There is no real estate millage rate increase. Since the sewer bond was paid off, sewer rates will decrease but due to needed water line upgrades, water rates will increase.

C. Skoglund moved to adopt the tentative 2013 budget.  
R. Buchanan seconded. The motion carried with all in favor.

## **ENGINEER'S REPORT**

### Windy Hill Road Bridge Replacement

Eng. Lipinski reported the forms for reimbursement were sent to PennDOT.

### Heathcote Glen II

Eng. Lipinski was asked to contact the developer about the timeline for installing the improvements or posting the surety. Mr. Robinson stated a surety would cost around \$600,000.00 but if the actual improvements were installed, the cost would be around \$300,000.00 so he is leaning toward installing the improvements.

### 95 East Forrest Avenue Traffic Study

TRG and PennDOT were told that the Borough wants to see a full study of all intersections from Main Street to I-83 done during peak flows.

### Selwood and Apple Tree Court Subdivision/Add-on Lot Plan

The plan was approved at the October meeting with minor changes to notes being completed. The changes are satisfactory, fees are paid, and Eng. Lipinski is recommending the plan be signed.

### Apple Tree Court Subdivision

The area has been graded and seeded. This plan was also approved conditionally at the October meeting. The reference to the swale on the Doonan's property was removed. DEP will issue the planning module exemption early next week. Eng. Lipinski recommended the plan be signed tonight and the Secretary will hold the plan until the DEP approval is received. This is a preliminary plan that will be signed, but not recorded.

## **SOLICITOR'S REPORT**

### Year-End Tax Ordinances

The year-end tax ordinances have been prepared and will be advertised for adoption at the year-end meeting.

**Public Safety, Welfare and Personnel** – Michael G. Sharkey

M. Sharkey reported that he met with B. Sweitzer and C. Bosley today to discuss salary increases for 2013.

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

The year-end meeting will be Wednesday, December 26 at 7:00 p.m.

**York Adams Tax Bureau** – Michael G. Sharkey

M. Sharkey reported a rescheduled tax collection meeting will be tomorrow night to appoint auditors for next year.

**Subdivision, Land Development & Zoning** – Eric W. Stoley**Staff Review Meetings**

The staff meetings should be to review formal plans, not to give advice on ideas or concept plans. The applicants should have a surveyor or engineering firm prepare a plan for review based on what is contained in the zoning and subdivision ordinances.

**Planning Commission/Regional Planning Commission** – Eric W. Stoley**UNFINISHED BUSINESS****Unsafe Intersection behind the YMCA**

M. Ridgely reported the owner of the commercial area behind the YMCA has placed a stop sign at the rear exit from the YMCA onto the road into the commercial business park.

**NEW BUSINESS**

### Cable Franchise Renewal

M. Sharkey stated he is trying to get free internet connections at the pumphouses and access for the educational/government channel. Council felt the 3% franchise fee should not be increased. The reference to Shrewsbury Borough and the phone number will not print out on customers' bills after the renewal. We also want a list of Borough and Township customers to review.

### **COMMUNICATIONS**

The Borough received an invitation to an open house at the district magistrate's office on December 20.

### **EXECUTIVE SESSION**

An executive session to discuss legal and personnel issues was called at 10:03 p.m. The meeting was reconvened at 10:34 p.m.

### **ADJOURNMENT**

C. Skoglund moved to adjourn the meeting at 10:34 p.m.  
M. Sharkey seconded. The motion carried with all in favor.

Submitted by,  
Cindy L. Bosley, Secretary