

MINUTES

SHREWSBURY BOROUGH COUNCIL

REGULAR MEETING

DECEMBER 11, 2013

PRESENT: Mayor Peter W. Schnabel, Fred W. Arbogast, Richard R. Buchanan, Carl W. Munch, Michael W. Ridgely, 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; Nate Kirschman; Dave James and Gary Coggins of the Forest Lakes Water Assn.; Ted Nadobny; Jason Trabant

The regular meeting of the Borough Council convened at 7:32 p.m. in the Borough Municipal Building, 35 West Railroad Avenue, with President Ridgely presiding.

PRESENTATION OF SERVICE PLAQUE

President Ridgely presented Jason Trabant with a service plaque for his service on Council and the Wellhead Protection Committee.

CITIZEN COMMENTS

Gary Coggins, of the Forest Lakes Water Assn., stated DEP and the Township are requiring the Association to install a guiderail on both sides of the street as a result of the improvements being made to the dam spillway. The guiderail will extend onto the pump station property about six to eight feet. It will not interfere with the sewer main.

C. Skoglund moved to consent to the placement of the guiderail on the sewer pump station property per the drawing that was presented.

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

Mr. Coggins and Mr. James are on the Municipal Authority's agenda for next week for this matter. Sol. Rehmeyer stated to Mr. Coggins that perhaps the Associations' engineer could

prepare an easement agreement on behalf of the Association for the Municipal Authority to sign for the guiderail placement.

APPROVAL OF MINUTES

The minutes of the November 13, 2013, meeting were approved by unanimous consent with an addition under the Southern Regional Police discussion the Secretary was asked to add the buy-in amount that Stewartstown will contribute over the four year period (\$353,000.00 – 370,000.00).

APPROVAL OF EXPENDITURES AND REPORT OF ACCOUNTS

C. Skoglund moved to approve the November expenditures and report of accounts.
C. Munch and E. Stoley seconded. The motion carried with all in favor.

BILL LIST

The bill list for November was presented: General account: check numbers 11947 thru 11990 ; Water account: check numbers 5065 thru 5080; Sewer account: check numbers 4731 thru 4748; Highway Aid: none.

C. Skoglund moved to approve the November bill list.
E. Stoley seconded. The motion carried with all in favor.

PAYROLL REGISTER

C. Skoglund moved to approve the November 11 and 25 payroll registers.
M. Sharkey seconded. The motion carried with all in favor.

SUBDIVISION AND LAND DEVELOPMENT BUSINESS

AutoZone, 95 East Forrest Avenue Request for an Extension

AutoZone has asked for a six month extension as there are traffic study and highway occupancy issues due to a proposed subdivision of this lot that would house a bank. The plan was filed on

August 23. Council has not issued a letter consenting to the shared driveway. The zoning hearing for the wellhead protection request is tomorrow evening.

E. Stoley moved to approve a one month extension until the January 6 meeting and if more time is needed, the applicant can be present to explain why more time is needed.

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

Members 1st Time Extension Request

Kimco Realty Corporation is requesting a time extension for final land development approval until the February Council meeting. The plan was filed on July 29. Council needs to know why an extension is requested.

E. Stoley moved to grant a time extension until the January 6 meeting at which time Kimco Realty Corporation can explain why a further time extension may be needed for the Members 1st Credit Union land development plan.

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

Codes Enforcement – Keith Hunnings

Keith stated seven permits were issued in November. He has rented office space at 230 North Main Street. There was discussion regarding a trailer that is parked sometimes along Cardinal Drive or East Clearview Drive facing in the wrong direction. The trailer is tagged and the parking direction is a police issue. There was also discussion on parking along the street during declared snow emergencies. The police will be asked to issue tickets after the fact and they can see where vehicles are parked as the plow drove out around the vehicles. The public should assume that if there will be a plowable snow event, that a snow emergency will most likely be declared and they should get their vehicles off the street. This information is in each winter newsletter.

Southern Regional Police Commission – Richard R. Buchanan and Mayor Schnabel

R. Buchanan highlighted the October police report. A buy-in amount for Stewartstown is around \$353,412.00, but Buck would like to use \$370,000.00 with a four-year spread of .3333 for the first year and then .2222 for the following three years. Crossroads Borough will use the North Hopewell Township police force on an hourly rate basis.

Ordinance #2013-4 Amending/Restating the Joint Municipal Agreement

An ordinance is necessary to facilitate the intergovernmental cooperation, since the original agreement has been changed to include Stewartstown Borough. Council approved the amended joint agreement last month.

R. Buchanan moved to adopt Ordinance #2013-4.

M. Sharkey and F. Arbogast seconded. The motion carried with all in favor.

The joint agreement will be signed by all four municipalities on December 19 at a special police commission meeting.

Presentation by Mayor Schnabel

Mayor Schnabel requested guidance from the Pennsylvania State Mayors' Association on the role of the mayor when there is a regional police force, which was provided by a letter dated October 15, 2013, from James F. Nowalk, President. Mayor Schnabel provided copies of that letter to the members of Borough Council. The Association strongly supported mayoral involvement in a regional police force. Sol. Rehmeyer confirmed that a decision by Borough Council to involve the mayor by appointing him to serve as one of the Borough's representatives to the Police Commission should avoid any conflict with the Borough Code. President Ridgely stated the four presidents met to amend the previous joint agreement and the consensus was that each municipality could chose its own representation which went from three down to two due to the size of a new board. It was not the intention of the Borough to specifically exclude Mayor Schnabel, as he will represent the Borough on the new Commission. The goal is to keep a good working relationship.

Water & Sewer – Richard R. Buchanan

Smith Well 72 Hour Test

Taylor Geoservices contacted the Susquehanna River Basin Commission about the possibility of conducting the test prior to the holidays. The monitoring wells have transducers installed and the step test has been finished.

Susquehanna River Basin Commission Letter

A letter was received regarding the next well(Meadow Well) that needs to be re-permitted. The SRBC will evaluate the current data to help determine future budget amounts.

Southern Farms Sewer Project

The Covington Drive sewer project is not completed. Mr. Rehab, the subcontractor for SWERP, grouted the sewer lining between the lateral and the main and noticed several laterals were not lined the entire distance to the main and one lateral where the lining extended into the sewer main. The video of the work needs to be reviewed yet to see what further work may be needed. We are still holding funds.

Home Well Pump Replacement

In a proposal dated December 4, 2013, Kohl Brothers is recommending a submersible pump be installed since the well shaft snapped twice in the last 12 years as the well could have been drilled crooked. The submersible would still achieve the 60 – 65 gallons per minute and set at the same depth. The cost of the submersible pump installed would be \$22,000.00 compared to the vertical turbine at \$34,575.00.

R. Buchanan moved to accept the service proposal provided by Kohl Brothers. The motion was amended to include that if DEP rejects the permit application for a submersible pump that a vertical turbine pump be installed.

E. Stoley seconded the motion and amendment. The motion carried with all in favor. Supt. Sweitzer is to provide an update at the next meeting as to which pump from the proposal was used and any other adjustments that may have been necessary.

Public Roads & Lighting – Eric W. Stoley

Exit 4 Signal Permit Engineering Study

In order for the signal permit to be amended to delete the pedestrian crossings, an engineering study needs to be performed with the costs shared by the Township and the Borough. Rep. Ron Miller's office has confirmed this is the procedure. It will be suggested that the York County Planning Commission perform this study. [It was mentioned later in the meeting that perhaps the studies that were done in connection with the proposed diverging diamond design at this intersection could be reviewed to see if it includes pedestrian crossings.]

E. Stoley moved that both Hopewell and Shrewsbury Townships be asked to see if the areas west of I-83 to the Walmart intersection and east of I-83 in Hopewell Township to the light at Stonebridge should be included in a traffic study request.

C. Skoglund seconded. The motion was amended to add at a cost not to exceed \$500.00 and passed with all in favor.

Future Road Paving

Supt. Sweitzer prepared a future road paving plan that could include the streets in the Woodlyn Springs development and also Westview Drive, Circle Drive, Charles Street, and Hill Street.

West Clearview Drive Storm Pipe

The 24" storm pipe from West Clearview Drive to the right-of-way at North Sunset Drive was televised and there was only a slight pipe misalignment. Supt. Sweitzer notified the property owner that the pipe is in good condition based on the video. The property owner gets water in the basement during heavy rain events.

North Main Street Storm Sewer Drainage Issue

The property owner of 18 North Main Street said water overflows her rainspout after it rains heavy. The Department televised the storm water main that her downspout connects to and did not notice any blockages. The 10" pipes from the downspouts could be clogged that is underneath the sidewalk before it connects to the stormwater pipe in the roadway. The Borough's responsibility is to ensure that only the storm sewer main is free and clear. The property owner should retain a contractor to see if her downspouts are open.

Public Lands, Buildings and Finance – Christopher M. Skoglund

Employee Phones

Three Public Works employees carry two phones, one of which is supplied by the Borough for use for alarms and emergencies. The current Borough plan costs \$47.00 per month per employee. Supt. Sweitzer priced a Smart phone for himself that he could use to check the SCADA equipment.

M. Sharkey moved to reimburse each employee that is required to have a phone the amount of \$50.00 a month with a bi-annual reimbursement of up to \$200.00 toward a replacement phone with the stipulation that the phone being used has service both at home and here in the Borough. F. Arbogast seconded. The motion carried with all in favor. The reimbursement could occur on a quarterly basis.

Adoption of Preliminary 2014 Budget

C. Skoglund moved to approve the preliminary 2014 budget with no increase in the millage rate or water and sewer rents.

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

Playground Improvements

Supt. Sweitzer met with Steve Hemler from General Recreation, the company that installed the play equipment at Sweeney Park. The prices for the play equipment are: straight crawl tunnel \$1,260.00 plus freight; bobble rider single \$895.00 each plus freight (need two); curved balance beam \$615.00 plus freight; and navigator reach panel \$815.00 plus freight for a total of \$4,480.00. Council had approved \$3,000.00 last month. Supt. Sweitzer was asked to obtain prices from other suppliers or to ask General Recreation if they can give a price break on freight.

New Truck

The new Freightliner truck is to arrive this Friday.

ENGINEER'S REPORT

Southern Farms Sewer Project

Discussed under Water and Sewer. No funds will be paid until the problems are taken care of.

Stormwater Ordinance

New projects that will come in will now need to meet the new ordinance.

Members 1st Federal Credit Union

The planning module has not been approved by DEP as of yet.

AutoZone, 95 East Forrest Avenue

A scoping meeting was held with PennDOT last week and the traffic study will be revised to reflect the additional use and the PennDOT permit will be resubmitted. PennDOT is concerned

over left-turn-ins and left-turn-outs. There is also a low volume permit issued for 89 East Forrest Avenue (Parrish/Dunkin Donuts).

J.M. Eagle Pipe

Some of the pipe supplied was mislabeled and there are individual lawsuits. As of now, there are no class action suits.

SOLICITOR'S REPORT

Parking Lot Addition at 21 and 23 North Main Street

Sol. Rehmeyer reviewed the Right-of-way Agreement and Operation and Maintenance of Stormwater Agreement and suggested changes.

Zoning Ordinance and Subdivision and Land Development Ordinance

Since the Borough adopted a stand-alone stormwater ordinance, the Zoning Ordinance and SALDO need to be amended to incorporate provisions of the stand-alone ordinance.

Year-end Tax Ordinances

Sol. Rehmeyer's office has prepared the year-end ordinances for adoption on December 26.

Zoning Fee Schedule

Sol. Rehmeyer was asked to include a continuance fee and the resolution can be adopted next month.

Covington Ridge III

Sol. Rehmeyer is still waiting for confirmation of the improvement estimate.

Right to Know Seminar

CGA Law Firm is holding a seminar on the Right to Know laws on January 29.

Public Safety, Welfare and Personnel – Michael G. Sharkey

Salaries

M. Sharkey will be in contact with department heads regarding the percentages for salary increases.

Bonus Program

M. Sharkey moved that the bonus program be paid out for 2013 before the end of the year. E. Stoley and F. Arbogast seconded. The motion carried with all in favor.

Secretary's Report – Cindy L. Bosley

York Adams Tax Bureau – Michael G. Sharkey

A meeting was held on December 2 to adopt the 2014 budget. A decision had to be made at this meeting regarding a tax deferred bonus program.

Subdivision, Land Development & Zoning – Eric W. Stoley

Sketch Plan for Dunkin Donuts, 89 East Forrest Avenue

The sketch plan shows two buildings on the parcel. Two variances would be needed and the applicant should be told the Borough will not endorse these variances.

Planning Commission/Regional Planning Commission – Eric W. Stoley

Pres. Ridgely stated he received a call from Will Clark from the York County Planning Commission in response to the Borough's letter about the diverging diamond proposal for Exit 4. Mr. Clark stated there will be an information meeting in February to involve all of the municipalities. Pres. Ridgely was asked to send a follow-up letter to Rep. Miller and Sen. Waugh. They did receive a copy of the letter sent to Mr. Clark.

UNFINISHED BUSINESS

Issue Control Sheet

The issue control sheet was reviewed and updated.

NEW BUSINESS

COMMUNICATIONS

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

ADJOURNMENT

C. Munch moved to adjourn the meeting at 10:27 p.m.

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

Submitted by,
Cindy L. Bosley, Sec.