

## MINUTES

### SHREWSBURY BOROUGH COUNCIL

REGULAR MEETING

FEBRUARY 9, 2011

PRESENT: Mayor Peter W. Schnabel, Carl W. Munch, Michael W. Ridgely, Michael G. Sharkey, Christopher M. Skoglund, Eric W. Stoley and Jason J. Traband

#### OTHERS

PRESENT: Craig Sharnetzka, Esq.; James R. Holley, P.E.; Brian L. Sweitzer, Supt. of Public Works; E. Michael Lee of Codes Enforcement; Rich Colton; Gloria McCleary; Jon Myers; Larry Zimmerman; Nate Kirschman; Tyler Harpster

The regular meeting of the Borough Council convened at 7:30 p.m. in the Borough Municipal Building, 35 West Railroad Avenue, with President Ridgely presiding.

#### **CITIZEN'S COMMENTS**

#### **APPROVAL OF MINUTES**

The minutes of the January 12 meeting were approved by unanimous consent by those who were at that meeting.

#### **APPROVAL OF EXPENDITURES AND REPORT OF ACCOUNTS**

The December expenditures and report of accounts were approved at the January meeting; the January expenditures and report of accounts will be reviewed at the March meeting.

#### **BILL LIST**

The bill list for January was presented: General account: check numbers 10450 thru 10492; Water account: check numbers: 4502 thru 4518; Sewer account: check numbers: 4289 thru 4298; Highway Aid: check numbers 827 thru 830.

C. Skoglund moved to approve the January bill list.

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

## **PAYROLL REGISTER**

C. Skoglund moved to approve the January 10 and 24 payroll registers. M. Sharkey seconded. The motion carried with all in favor.

## **SUBDIVISION AND LAND DEVELOPMENT BUSINESS**

### **58 Brook Meadow Circle**

Jon Myers, of Shaw Surveying, representing the McCleary family, stated the property will be for sale in the spring and there are three concerns. First, is the shared driveway that serves the house and the Borough's wellhouse. Second, the parking pad at the wellhouse is currently on property of 58 Brook Meadow Circle. Third, the open, wetland space was offered to the Borough to add to the wellhead area at the wellhouse. There is a small pond on the property.

The new owner and the Borough will continue to use the shared driveway, through an easement, although it is not a top priority to be cleared when it snows and an easement will be granted for the parking pad.

A document that covers both easements will be prepared for recording. The Public Lands & Buildings and Finance Committee was asked to work with Brian Sweitzer and Eng. Holley for a solution for the 3.88 acres of wetland space behind the wellhouse.

### **Southern Regional Police Report** – Mayor Schnabel

Mayor Schnabel reported arrests were made in the case of the car fires that occurred in four jurisdictions last year. The police report for December was highlighted. The time analysis has changed as New Freedom Borough asked for more patrol time with 366 hours for December compared to Shrewsbury Borough's 276 hours. There were 99 incidents where an incident report is no longer required of the officers which frees up time to be spent in the Boroughs. The peer-to-peer review was discussed but no action was taken. It was mentioned that time may be a factor in finding high-ranking police officers to perform the review. An issue control tracking form was provided to the police office for use and proof of advertising was found for the Police Commission's meeting dates. The Commission will respond next month to the letter that New Freedom Borough sent to residents. Chief Boddington will be present next month to describe how patrol time is broken out.

## **Codes Enforcement** – E. Michael Lee

### **Stewartstown Railroad Station**

Mike said he is still waiting to hear from the Railroad about the roof repair.

### **Stormwater Runoff Memorandum of Understanding**

Mike has started reviewing the proposed memorandum of understanding as to what his responsibilities will be in the future.

## **Water & Sewer**

### **Data Recorder Systems**

The Public Works Department is working to complete the Groundwater Rule requirements by April 1. Approximately 400 feet of pipe at the Pumphouse must be increased in size and the last phase of the Rule is data recorders at each wellhouse. Option one would require a data recorder at each wellhouse and then use a laptop computer to retrieve the data to submit on-line at a cost of \$20,000.00. Option two is an internet data system at a cost of \$26,044.00 that would require a monthly fee of \$100.00 per source (\$800.00). Option three is the option Brian would prefer which would control the entire system from a remote location and would also allow for reporting and monitoring alarms at a cost of \$80,000.00. C. Skoglund moved and was seconded by M. Sharkey to go with option one. After discussion, Atty. Sharnetzka stated the equipment must be bid. The motion was withdrawn. Eng. Holley will prepare the advertisement and someone from his office will call DEP to request a one month extension for compliance.

C. Skoglund moved to start the bid process for option one.

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

Option three will be considered for the future since the same equipment can be utilized.

### **Terry Dunlap Correspondence**

Sol. Rehmeyer prepared a memorandum to address the ten percent penalty that is assessed if the water, sewer, and trash bills are not paid within the five weeks given for payment. M. Ridgley will draft a letter to be sent to Mr. Dunlap.

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

### Street Sweeping

Three quotes were received and Ross Industries is the low quote of \$85.00/hour. Sweeping will begin on April 4<sup>th</sup> and last until April 15<sup>th</sup>.

### Road Salt

The amount of \$10,000.00 was budgeted for salt and anti-skid for 2011 and so far the total cost spent is \$9,034.92.

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

### Budget Comparison

C. Skoglund prepared a 2010 actual to 2010 budget comparison. The general account was \$124,000.00 over in expenses but a few items need to be adjusted and a few other lines are split accounts. Chris suggested a mid-year budget review be done each year.

### Authorization to Add a Check Signer

The Authorization to add Jason Traband as a check signer was approved.

## **ENGINEER'S REPORT**

### York County Conservation District Memorandum of Understanding

The draft memorandum of understanding will be distributed to Council for review. The MOU will serve as a joint commitment in controlling erosion and preventing sediment pollution. The Borough will need to adopt a new stormwater management ordinance in the future.

### H2O Grant

The awards are to be announced in March. It's questionable if the State has the funds.

## **SOLICITOR'S REPORT**

### **Wellhead Protection Special Exception Application Form**

The form prepared by J. Traband was reviewed by Sol. Rehmeyer and presented this evening for review. The form was adopted later in the meeting.

### **21 South Hill Street – Gymnastics of York**

A letter responding to the Committee's suggestions after meeting with neighbors was received from Attorney MacNeal. Item #2, occupancy must be no more than what the required parking spaces would allow, not governed by the Uniform Construction Code. Item #6, buffers and landscaping must meet the requirements of a commercial use that abuts residential uses. Item #7, this is not a commercial structure and should have the minimal amount of lighting for safety only. Item #8, we need to see what signage is proposed. Council took exception to Attorney MacNeal's statement, ". . . that any eventual agreement should provide an expedited method to allow for a future change in use if necessary." This statement is not acceptable.

### **CVS Store**

The Secretary returned the two bonds as all items have been completed.

## **EXECUTIVE SESSION**

An executive session was called at 9:26 p.m. to discuss ongoing litigation. The meeting was reconvened at 9:32 p.m.

### **Sewer Issues**

Eng. Holley was asked to update his information presented a few years ago to again answer the question raised about allocation of costs related to prior work done on the sewer system.

### **PUC Letter**

A letter was received from the PUC and the Borough will respond clarifying what areas it serves water and sewer. Sol. Rehmeyer will respond.

### Residential Sprinkler Specifications

Sol. Rehmeier's office is in the process of drafting an ordinance to adopt the specifications.

### Curfew Ordinance

M. Ridgely offered to look at the three other municipal ordinances supplied by Chief Boddington in order to bring the Borough's out-dated ordinance more in line with the other municipalities' ordinances.

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

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

#### Fire Company Appreciation Banquet

The deadline to respond is February 18.

#### **York Area Tax Bureau**

M. Sharkey volunteered to step up as the Borough's representative relieving R. Buchanan. M. Ridgely volunteered to be the alternate.

#### **Subdivision, Land Development & Zoning** – Eric W. Stoley

#### **Planning Commission/Regional Planning Commission** – Eric W. Stoley

### **UNFINISHED BUSINESS**

#### **NEW BUSINESS**

#### Issue Control Sheet

The issue control sheet was reviewed and updated.

#### Wellhead Protection Special Exception Application Form

C. Skoglund moved to accept the form as presented as part of the Solicitor's packet this evening.

J. Traband seconded. The motion carried with all in favor.

### Scout House

M. Sharkey asked about fixtures for the pole building. It was Council's intent that the Borough would get the utilities to the building and the scouts would install the rest.

The lease is currently with the Southern York County Rotary Club, who is the Scouts' sponsor.

### **COMMUNICATIONS**

#### Prescription Drug Collection

Mayor Schnabel reported the Southern Regional Police Department is sponsoring a prescription drug turn-in for residents on April 30. He asked Larry Zimmerman if he will help plan the event.

#### Post Prom Party

A letter asking for a donation was received from the post prom committee.

E. Stoley moved to donate \$50.00 as was done in other years.

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

### **ADJOURNMENT**

C. Skoglund moved to adjourn the meeting at 10:06 p.m.

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

Submitted by,  
Cindy L. Bosley, Secretary