

## MINUTES

## SHREWSBURY BOROUGH COUNCIL

REGULAR MEETING

FEBRUARY 13, 2013

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, Chief James Boddington; Nate Kirschman; Larry Zimmerman

The regular meeting of the Borough Council convened at 7:33 p.m. in the Borough Municipal Building, 35 West Railroad Avenue, with President Ridgely presiding.

**CITIZEN'S COMMENTS****POLICE PRESENTATION**

Mayor Schnabel, Chief Boddington, and Nate Kirschman gave a brief explanation of time breakdown and then opened the discussion up for questions from Council. Chief Boddington stated every minute of a shift is documented and time for an arrest or an incident does not end for that month. Time on that incident carries over possibly several months depending on how much investigation is required, court time, etc. After discussion, it was stated that Council would like to see a police car sit at the Coach Light Restaurant to deter crime, DUIs, etc. rather than at Case N Keg. Also, Council asked Chief Boddington to be cognizant of the use of discretionary time and to be sensitive to the Borough's budget. Chief Boddington said the school district has asked for more hours. Nate is working on a project whereby times and locations could be tracked using GPS. There could also be more detail listed in the police report regarding patrol areas and times. President Ridgely stated the Council strongly endorses the police department as it does an excellent job and they expect Chief Boddington to run the department. Chief stated he is aware of the issues and the pressures the Borough Council has regarding costs.

## **APPROVAL OF MINUTES**

The minutes of the January 9, 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 December expenditures and report of accounts. M. Sharkey seconded. The motion carried with all in favor.

C. Skoglund moved to approve the January expenditures and report of accounts. R. Buchanan seconded. The motion carried with all in favor.

## **BILL LIST**

The bill list for January was presented: General account: check numbers 11491 thru 11539; Water account: check numbers 4890 thru 4905; Sewer account: check numbers 4575 thru 4590; Highway Aid: check number 861 and 862.

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

## **PAYROLL REGISTER**

C. Skoglund moved to approve the January 7 and 21 payroll registers. M. Sharkey seconded. The motion carried with all in favor.

## **SUBDIVISION AND LAND DEVELOPMENT BUSINESS**

### **Heathcote Glen II Plan**

A letter was sent to Phil Robinson regarding the securing of a bond for public improvements and non-payment of fees for plan review. Mr. Robinson was to notify the Borough by this evening of his intent. There was no word from Phil and he was not at the meeting.

Conditional approval was given on August 8, 2012, for the final subdivision plan. Conditions were the posting of a surety bond for the public improvements and payment of all fees. The amount of \$7,480.92 remains unpaid and there is no bond in place.

E. Stoley moved to rescind the conditional approval of the final plan for failure to meet the conditions.

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

Sol. Rehmeyer will send a letter that the approval was rescinded and the process will need to be re-started but if the fees are paid and a bond is in place by the March meeting, Council may reconsider its decision.

### 21 South Hill Street Zoning Hearing

Special exception and variance applications were filed for an eight unit multi-family conversion for this property; the hearing is scheduled for March 14.

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

Buck highlighted the December police report. Discussions with Stewartstown Borough are going well and the last meeting included representatives from Winterstown and Crossroads Boroughs as they contract time through Stewartstown Borough. If Stewartstown Borough decides to join Southern Regional, its four officers would become employees of Southern Regional, undergo testing, and be on a one year probation. The Peer to Peer study is finished and Council will receive copies. Glen Rock Borough stated it did not budget for the extra share of their portion of the police budget and as a result, all member municipalities will receive a credit in the amount of \$5,548.00 for 2013. The funds will be taken out of the police department's reserves.

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

Five permits were issued in January. Keith had numerous calls regarding the Rutter's renovations. There is a section of fencing that is still moved to the side that Keith will discuss with the contractors. Keith has been in contact with the pizza shop owner and the manager of The Factory at 39 East Forrest Avenue regarding the temporary banners and flag that have been displayed. The items can

remain on display but need to be kept under the awning that is attached to the building at 504 South Main Street. There is water service to the building at 430 South Main Street, but no meter has been installed. Keith reported no permits have been issued for occupancy.

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

#### EDU Agreement

Sol. Rehmeyer added language with regard to the reservation and purchase of additional capacity by PennDOT and it looks like they may be acceptable with the 15 EDU future purchase cap.

#### 154 South Main Street

The property owner does not believe the amounts of water billed for the third and fourth quarters passed through her meter. The average consumption up until the third quarter of 2012 was 10,000 gallons per quarter. They were billed for 29,400 gallons the third quarter and for 33,400 gallons for the fourth quarter. They are adamant their meter is faulty. The meter was switched out on January 14 and tested at The York Water Company and tested 100% at 65 gallons per minute. The property owner wants the bill adjusted. From when the meter was read for the fourth quarter billing on January 3 until the meter was removed for testing on January 14, 1,200 gallons passed through the meter which shows the property owners were back on track prior to the old meter being removed. The property owner has a pool that is topped off using a hose attached to a spigot at the back of the house which is why the office didn't question the higher usage for the third quarter. In keeping with the standard policy, no break can be given unless B. Sweitzer can confirm the water did not go into the sewer.

#### Water and Sewer Rates

Buck gave a presentation on the proposed water rate increase and the proposed sewer rate decrease. The base rate for residential and commercial water will increase to \$40.00 with some tier changes and the base rate for residential sewer will decrease to \$38.00 also with some tier changes. Commercial sewer base rate will decrease to \$60.00. Buck will draft a letter to be sent to the flat rate sewer users and also for those residential customers using more than one EDU.

R. Buchanan moved to approve the concept for the water rate increase and the sewer rate decrease based on his presentation.

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

### 2012 Annual Water Report

The Public Works Department repaired 16 water leaks in 2012 with the largest leak being next to Chick-fil-A on East Forrest Avenue and Mount Airy Road in August. The unaccounted water was only two percent. Unaccounted water is water used for flushing hydrants, water leaks, and is not metered. The unaccounted water in 2011 was one percent.

### 2012 Sewer Flows

The Shrewsbury sewer flows for 2012 were 548,000 gallons per day and 47.85% treatment plant capacity. The flows in 2011 were 594,000 gallons per day and 46.37% treatment plant capacity.

### Deer Creek Sewer Force Main Leak

There was a sewer force main break on January 28 and the repair was completed by 10:00 p.m. PA DEP was notified of the event. The cost of the repair was \$4,500.00 not including the Public Works Department's labor.

### Woodland Water Tank Inspection and Repair

The Woodland tank is drained and Mid-Atlantic Storage Systems will arrive on February 18 to repair the leak and inspect the tank.

### Collection/Treatment Budget Figure

The 2013 collection/treatment figure is \$118,000.00 more than the budget figure used. This amount will be taken from the reserve funds. The Secretary will make a note to contact New Freedom Borough in early November each year for a better figure.

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

### Winter Weather

B. Sweitzer purchased 115.67 tons of salt so far for a total of \$7,386.69 and the Borough paid the extra driver \$1,680.00 for four different storms.

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

2012 Budget to Actual by Quarter

C. Skoglund provided a handout for the budget to actual 2012 budget.

Smoke Alarms Borough Building

A smoke detector was installed in the hallway and Fire Chief Myers sent a letter that a smoke/fire detection system should be installed throughout the building to include the basement and attic areas that would report to an alarm monitoring company. B. Sweitzer will be asked to gather some quotes.

Borough Building Roof Leak

The flat roof at the northeast corner of the building is leaking as several sections of the rolled roofing have lifted. The Public Works Department made some temporary repairs. B. Sweitzer is obtaining quotes for the repair. The roof was replaced in 1999.

Scout House Invoice

The plumbing invoice was received in the amount of \$3,187.75. There is \$2,323.00 in the PLGIT Playground account to cover this amount.

M. Sharkey moved to pay the invoice in the amount of \$3,187.85.

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

**ENGINEER'S REPORT**

Covington Drive Sewer Relining Project

Miller Pipeline completed the sewer main relining. The Public Works Department must install five more cleanouts while SWERP has installed sewer lateral linings in six laterals. The property at 2 Covington Drive received chemical fumes into the house from the lining. Most likely, his plumbing system is leaking allowing odor

into his house and bypassing the sewer trap. The project should be finished by the March meeting. B. Sweitzer will send the home owner a letter about the potential problem and that he should hire a licensed plumber to fix the problem.

### Windy Hill Road Bridge Project

PennDOT could not locate the paper copies, so a duplicate set was sent electronically for reimbursement.

### 95 East Forrest Avenue

A meeting was held with the owner contractor, B. Sweitzer and Eng. Lipinski regarding the E & S plan. The three monitoring and the potable wells can't be located. The owner was directed to send the Borough a letter asking that the wells be closed and then bill them for the work. There is also a sign asking for clean fill and Eng. Lipinski stated the fill will not be coming from the Messina site which is not what was approved a few months ago by the Borough. The owner needs to come back to the Borough since changes were made.

### 95 East Forrest Avenue

A sketch plan will be submitted to staff for the traffic study requirement.

### Russett Farms Sewer Issues

Sol. Rehmeyer sent the owners/developers a letter indicating there is a problem gaining access to the sewer line on some properties on Snowden Terrace and East Point Drive. The approximate cost to correct the problem is \$4,500.00.

### Survey Crew/Force Main

Eng. Lipinski stated the survey crew does not have good locations for the interceptor in Railroad or in Hopewell Township. There will be an additional cost. He was asked to keep the invoice for the Authority area separate.

## **SOLICITOR'S REPORT**

## **EXECUTIVE SESSION**

An executive session was called at 10:12 p.m. to discuss legal issues. The meeting was reconvened at 10:23 p.m.

### Atrazine Class Action

Even though the Borough had only trace amounts of Atrazine in the water and were not problematic, we were eligible to participate in the class action lawsuit and received the amount of \$20,774.93.

C. Skoglund moved to acknowledge receive of the monies and that they be placed in the water capital reserves toward upcoming projects.

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

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

#### Pension Form

C. Skoglund signed the AG-385 pension report.

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

#### Henry Lien, 133 South Main Street

The property has been sold and we will collect the outstanding lien amount plus satisfaction costs at settlement. Mr. Henry had been making regular payments.

#### New Computers and Copier

The new computers and copier were received. A new hard drive was placed in the bookkeeper's computer.

#### 2012 Audit

The auditors completed the field work today.

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

M. Sharkey attended the January meeting and the annual re-organization was held. There was an executive session and a vote taken on compensation.



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

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

**UNFINISHED BUSINESS**

**NEW BUSINESS**

The issue control sheet was reviewed. Council was reminded that the trash contract will be soon put out for bids and to think about any changes. Eng. Lipinski will be asked about re-applying for the grant for the water line work.

**Columbia Gas Work Blocking Driveways**

There were some issues with residents not being allowed in or out of their driveways while the gas work was being done. B. Sweitzer will call the contractor to see if a metal plate that could be put in place for residents to gain access.

**Tree Limb Overhanging Roadway**

The Secretary received a complaint about evergreen branches overhanging the roadway at the intersection of North Main Street and Sundance Lane. A letter should be sent asking that the tree be trimmed higher.

**COMMUNICATIONS**

**Community Meeting Urgent Care**

Shrewsbury Township is hosting a community meeting to meet with Wellspan about the placement of an urgent care facility in the area. Mayor Schnabel said he would attend the meeting on March 13 at 5:00 p.m.

**ADJOURNMENT**

The meeting was adjourned at 10:37 p.m.

Submitted by,  
Cindy L. Bosley, Secretary

