

MINUTES

SHREWSBURY BOROUGH COUNCIL

REGULAR MEETING

JANUARY 9, 2013

PRESENT: Mayor Peter W. Schnabel, Richard R. Buchanan, Carl W. Munch, 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, Nate Kirschman; Nancy Ridgely; John Seman, Phil Robinson

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

John Seman, 430 South Main Street, was present to ask for a further compromise of paying \$7,000.00 rather than the offer made by Council at the December meeting of \$8,612.93. He again stated if he had known there was a water line to the property, he would have used the ¾ inch service, even though he was at a meeting and requested the two inch line. The December offer still stands and Mr. Seman needs to give the Borough a time line as to when he will pay the reduced invoice.

APPROVAL OF MINUTES

The minutes of the December 12 and December 26, 2012, meetings were approved by unanimous consent by those who were at the meetings.

The notes of the Water and Sewer Committee meeting held January 7, 2013, were approved by unanimous consent by those who were at the meeting.

Sewer Treatment Plant/New Freedom Borough Capacity

As a result of the water and sewer committee meeting, R. Buchanan would like a letter of inquiry sent to New Freedom Borough asking for an update as to the status of current capacity, are any enhancements to the plant planned, and stating the fact that Shrewsbury Borough does not need more capacity. Our current customers

should not pay more for expansion and those costs would need to be passed on to any new customers who would benefit from the additional capacity. R. Buchanan will draft a letter with a copy to the Municipal Authority.

APPROVAL OF EXPENDITURES AND REPORT OF ACCOUNTS

The December expenditures and report of accounts will be approved at the February meeting to allow time for the quarterly splits to be reflected.

BILL LIST

The bill list for December was presented: General account: check numbers 11454 thru 11490; Water account: check numbers 4873 thru 4889; Sewer account: check numbers 4565 thru 4574; Highway Aid: check number 860.

C. Skoglund moved to approve the December bill listing.
M. Sharkey seconded. The motion carried with all in favor.

PAYROLL REGISTER

C. Skoglund moved to approve the December 10 and 26 payroll registers.
E. Stoley seconded. The motion carried with all in favor.

SUBDIVISION AND LAND DEVELOPMENT BUSINESS

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

Mayor Schnabel highlighted the November police report noting that Shrewsbury Borough is again leading in calls and time. There was discussion as to how the general paperwork and patrol time are calculated. Mayor Schnabel and R. Buchanan will ask Chief Boddington to “dissect” the November report and tell the Borough how the time is distributed. Mayor Schnabel stated the Commission re-organized and the Chairman is John Trout, Vice Chairman is Jeff Halapan, and the Secretary is Mayor Schnabel.

R. Buchanan stated there is another meeting tomorrow morning with Stewartstown Borough. Stewartstown Borough needs to decide how many hours of service it wants to buy.

Codes Enforcement – Keith Hunnings

Two permits were issued in December and two letters were sent asking for corrections. One was to 32 – 34 South Main Street as the roof of the garage needs to be repaired. The management company forwarded the letter to the bank which is reluctant to make any repairs. Sol. Rehmeier may need to get involved. A letter was sent to 39 East Forrest Avenue asking that the temporary signs for Bubba D's be removed which includes the flag in the front and the other banners.

504 South Main Street

Keith was asked again about the items for sale being displayed in front of the building. Keith was asked to look into this further and to take action if this activity is not allowed under the Zoning Ordinance.

Corner of Plank Road and Northbrook Drive

Keith said that Kinsley Construction approached him to see if a park and ride lot could be built on this parcel. The land is zoned Industrial and this is not a use in that zone.

Water & Sewer – Richard R. Buchanan

Drop Manhole Specifications

R. Buchanan moved to adopt Resolution 2013-1 for the amended drop manhole specifications.

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

A copy will be sent to Shrewsbury and Hopewell Townships to adopt the amended specifications as well.

15 Kratz Road and Valley View Grove HOA Temporary Easement Agreements

The letter indicating the Borough could use the sewer right-of-way on this property was sent to the owner of 15 Kratz Road and the silence is consent letter was sent to the Valley View Grove HOA president. B. Sweitzer was asked to give all property

owners a two week notice prior to the work starting for the Blouse well pump test. The temporary easements are for an above-ground water line to be placed on their properties for the test.

Shrewsbury Courtyards Fire Hydrants

The fire company responded to a fire at the Shrewsbury Courtyards and discovered a hydrant was broken and could not be used. The Public Works Department does not exercise hydrants in the Courtyard complex as they are private.

B. Sweitzer was asked to give notice to all entities that have private fire hydrants when the Borough tests fire hydrants to see if they want to test at that time. The Borough will not test the privately-owned fire hydrants. The owners will also be asked to respond back that they have tested their hydrants.

Heathcote Glen II Bond and Outstanding Invoices

The plan was conditionally approved in August, the surety bond is not in place, and there are outstanding fees in the amount of \$7,480.92 for sewer work, manhole inserts, engineering and codes enforcement fees. Eng. Lipinski stated he spoke with Phil Robinson who indicated it would be cheaper to install the improvements but he has heard nothing back from Phil.

E. Stoley moved that a letter be sent to Phil indicating that the conditional plan approval may be rescinded if a surety bond is not in place or plans made to have the improvements installed by the next Council meeting.

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

E. Stoley moved further that a letter be sent to Phil that if the amount of \$7,480.92 is not paid by the next Council meeting that interest will be charged and/or a lien will be filed.

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

Officer Miller

Officer Miller stopped by the meeting to see if anyone had any questions or concerns. He stated the department was involved in helping capture the persons who had broken into mini storage units in Shrewsbury Township and that they were also involved with the Gun Bunker break-in in the Township at 60 East Forrest Avenue.

Southern Farms Sewer Project

The sewer main lining work will begin on January 7. The Public Works Department is working on installing cleanouts on the right-of-ways for the lateral lining. There are 23 cleanouts left to install. The entire project will be finished by spring.

430 South Main Street

This property was connected to the sewer system on January 3 and the water was installed on January 7.

Public Roads & Lighting – Eric W. Stoley

South Sunset Drive Gas Project

Columbia Gas is installing new gas main and services on South Sunset Drive from Church Street to West Clearview Drive. South Sunset Drive is in poor condition and the Public Works Department will monitor the road damage after the project is finished. Final pavement restoration will be discussed with entire overlay possible.

Snowstorms

The Public Works Department was out three times in December and the Public Works Department was complimented on their work.

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

Fire Alarm for Municipal Building

Fire Chief Tony Myers will present possible options next month for installing a fire alarm system in the municipal building. In the meantime, a smoke detector will be placed in the building. B. Sweitzer said the garages already have an alarm system.

New Copier for Office

The copier purchased in 2001 needs extensive repairs. The Secretary has a quote for a black and white copier/fax/scanner in the amount of \$3,547.70 plus \$600.00 for the service contract.

C. Skoglund moved to proceed with the purchase of the new copier at the price quoted.

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

New Computers

Quotes were received for the purchase of four desktops to replace the computers purchased in 2005. The Secretary was asked to have the gigabites increased to 500 gb harddrive to accommodate the memory needed to run the GIS mapping. The price quoted was \$795.00 each(250 gb) plus \$480.00 labor to install the computers and move the data.

C. Skoglund moved to proceed with the purchase of four desktops with the increased gigabites at a price not to exceed \$850.00 each and to pay the \$480.00 labor to install and move the data.

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

ENGINEER'S REPORT

Windy Hill Road Bridge Replacement

Eng. Lipinski submitted the billing breakdown to PennDOT for reimbursement but he has heard nothing back.

95 East Forrest Avenue Traffic Study

Eng. Lipinski stated he has not heard anything back regarding the Borough's request that all intersections on East Forrest Avenue be studied at peak times.

Selwood/McCleary Detention Pond Subdivision Plan

This plan can now be recorded.

Russett Farms Manholes Inaccessibility

There is an area south of Windy Hill Road on Reddale Drive that cannot be accessed to check manholes because of wet conditions. The area needs to be dug up and stone and fabrics put in place. The cost for the materials is almost \$2,000.00 and does not include the Public Works Department's labor. The developer will be asked to pay the material costs.

This will be discussed at the next Municipal Authority meeting.

A resolution should be prepared and adopted that all manholes need to be accessible by certain vehicles that Shrewsbury and Hopewell Townships should adopt as well. Sol. Rehmeyer will be asked to define a standard for the resolution.

Proposal to Survey 200 Manhole Locations for GIS Mapping

James R. Holley & Associates submitted a proposal for the surveying and certification of 200 manhole locations to make the GIS mapping more accurate at a price of \$18,000.00.

E. Stoley moved to authorize James R. Holley & Associates to proceed with the survey of 200 manholes at a cost of \$18,000.00.

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

SOLICITOR'S REPORT

PennDOT Agreement

A revised agreement was sent to Assistant Counsel Sharp which includes the tapping fees in effect in 2002.

An executive session will be held later in the meeting.

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

Secretary's Report – Cindy L. Bosley

The current trash contract will expire in February, 2014. This item will be added to the issue control sheet for April.

York Adams Tax Bureau – Michael G. Sharkey

Mike reported the Tax Collection Committee met on December 13 to adopt the budget and the next quarterly meeting will be later this month.

Subdivision, Land Development & Zoning – Eric W. Stoley

Planning Commission/Regional Planning Commission – Eric W. Stoley

UNFINISHED BUSINESS

NEW BUSINESS

Re-appointments

John Hoover, Municipal Authority	New term to expire 1/1/18
Ted Nadobny, Wellhead Protection Comm.	New term to expire 1/1/17
John Speights, Zoning Hearing Board	New term to expire 1/1/16
Laura Holloway, Zoning Hearing Board Alt.	New term to expire 1/1/16
Abdo Nasim, Zoning Hearing Board Alt.	New term to expire 1/1/16

C. Skoglund moved to re-appoint the individuals as listed above.

J. Traband and M. Sharkey seconded. The motion carried with all in favor.

Removal of Zoning Hearing Board Alternate

Laurence Agulnick has moved from the Borough.

M. Sharkey moved to removed Laurence Agulnick from being an alternate on the Zoning Hearing Board since he moved from the Borough.

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

The position will be advertised.

Roll Call Item on Agenda

Since there is no legal requirement to do a roll call, the majority of Council members and Mayor Schnabel polled felt the item could be removed.

Cable Franchise Agreement Renewal

M. Sharkey reported discussions are ongoing and even though the rate of 3% commission remains the same that with the increased sources of revenue being charged the commission, our quarterly share should double. He is still bargaining for service for all Borough facilities.

Emergency Management Coordinator

John Fornadel submitted his resignation as the Emergency Management Coordinator and stated that Stan Walters offered to be appointed as the Coordinator and Nate Kirschman will remain the alternate.

E. Stoley moved to accept John Fornadel's resignation as EMA Coordinator and that Stanton Walters be appointed in his place.

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

EXECUTIVE SESSION

An executive session was called at 9:38 p.m. to discuss litigation issues. The meeting was resumed at 9:58 p.m.

COMMUNICATIONS

ADJOURNMENT

C. Skoglund moved to adjourn the meeting at 9:59 p.m.

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

Submitted by,
Cindy L. Bosley, Secretary