

MINUTES

SHREWSBURY BOROUGH COUNCIL

REGULAR AND REORGANIZATIONAL MEETING JANUARY 6, 2014

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.; Michael Gesell, P.E.; Nate Kirschman; Stan Walters; Tony Myers; Kent Raffensberger; Larry Zimmerman; Harry Floyd

The regular and reorganizational meeting of the Borough Council convened at 7:04 p.m. in the Borough municipal building, 35 West Railroad Avenue, with Mayor Peter W. Schnabel presiding.

OATHS OF OFFICE

Mayor Schnabel administered the Oaths of Office to re-elected Council members Fred W. Arbogast, Richard R. Buchanan, and Christopher M. Skoglund; the Affidavits of Residency were administered just prior to the meeting.

ELECTION OF PRESIDENT – Mayor Schnabel presiding

C. Munch moved to nominate Michael W. Ridgely for the position of Council President. E. Stoley seconded. There were no other nominations. Roll call vote:

Arbogast	yes, in favor
Buchanan	yes, in favor
Munch	yes, in favor
Sharkey	yes, in favor
Skoglund	yes, in favor
Stoley	yes, in favor
Ridgely	yes, in favor

ELECTION OF VICE PRESIDENT – President Ridgely presiding

E. Stoley moved to nominate Richard R. Buchanan for the position of Council Vice President. M. Sharkey seconded. There being no other nominations, the motion carried with all in favor.

ELECTION OF PRESIDENT PRO TEM

F. Arbogast moved to nominate Christopher M. Skoglund for the position of Council President Pro Tem, should the need arise.

E. Stoley seconded. There being no other nominations, the motion carried with all in favor.

APPOINTMENTS BY COUNCIL

Secretary – Cindy L. Bosley

Assistant Secretary/Treasurer – Shirley M. Shaw

Treasurer – Cindy L. Bosley

Zoning Hearing Board Solicitor – Harry L. McNeal, Jr., Esq.

Sewage Enforcement Officer – David Brown

Auditor – SF & Company

Borough Engineer – James R. Holley & Assoc.

Borough Solicitor – Jeffrey L. Rehmeier, II, Esq. of CGA Law Firm

Planning Commission Engineer – James R. Holley & Assoc.

Zoning & Building Permit Officer/BCA – South Penn Code Consultants, LLC

Keith J. Hunnings; Commonwealth Codes UCC building inspections

C. Skoglund moved to approve the above appointments.

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

Southern Regional Police Commission

Mayor Peter W. Schnabel

Richard R. Buchanan

Nathan Kirschman, alternate

Police Pension Committee

Mayor Peter W. Schnabel and Christopher M. Skoglund

Police Civil Service

James Carman

SYC Planning Commission

Eric W. Stoley, interim
Michael G. Sharkey – alternate

E. Stoley moved to approve the above appointments.
R. Buchanan seconded. The motion carried with all in favor.

OTHER APPOINTMENTS

Water & Sewer

Richard R. Buchanan, Chairman
Eric W. Stoley
Fred W. Arbogast

Public Roads & Lighting

Michael G. Sharkey
Eric W. Stoley
Carl W. Munch

Public Safety, Welfare & Personnel

Fred W. Arbogast
Richard R. Buchanan
Eric W. Stoley

Public Lands, Buildings & Finance

Christopher M. Skoglund
Carl W. Munch
Fred W. Arbogast

Subdivision, Land Development and Zoning

Eric W. Stoley
Michael G. Sharkey
Carl W. Munch

Strategic Planning Committee

Carl W. Munch
Eric W. Stoley

Christopher M. Skoglund

Community Interface Committee

Christopher M. Skoglund

Carl W. Munch

Fred W. Arbogast

Retirement Committee: Trustees Pension

Christopher M. Skoglund, Chairman

Carl W. Munch

Chief Administrative Officer of Pension Plan

Christopher M. Skoglund

Local Government Advisory Committee

Eric W. Stoley

Carl W. Munch, alternate

Council of Governments

Carl W. Munch

Fred W. Arbogast, alternate

York Adams Tax Bureau

Michael G. Sharkey

Michael W. Ridgely, alternate

Tax Payers' Bill of Rights

Eric W. Stoley

Emergency Management Representative

Eric W. Stoley

The foregoing appointments were approved by unanimous consent.

Vacancy Board

Christopher M. Skoglund
John LaMartina – Registered Elector

Emergency Management Director/Coordinator and Assistants

Stanton Walters, Coordinator
Nathan Kirschman, Assistant

Public Information Officer

Michael W. Ridgely

Traffic and Access Control Officer

Ronald Hontz

Open Records Officer

Cindy L. Bosley

The foregoing appointments were approved by unanimous consent.

CITIZEN'S COMMENTS

Harry Floyd, 21 North Main Street, was present to state that it took six months to receive a permit to install six parking spaces at 21 North Main Street/23 North Main Street. He believes there is a problem with the Borough's procedures that it took that long. Mr. Floyd was told the process is designed to protect all residents. The two properties are in a Zone 2 of the Wellhead Protection Zone and as a result, the Floyds attended a wellhead protection committee meeting in October and an Operation and Maintenance plan was necessary. A right-of-way agreement was also necessary if one of the properties is sold in the future. After review by Sol. Rehmeyer and Eng. Lipinski, minor changes were recommended for both documents. Mr. Floyd's contractor was trying to coordinate the agreements that were prepared by the Floyds' surveying firm and attorney. The process may have gone smoother and quicker had one of those individuals spearheaded the project. Mr. Floyd was asked for a recap of expenses and Council will revisit the procedures in place.

APPROVAL OF MINUTES

The minutes of the December 11 and December 26 meetings were approved by mutual consent by those who were at that meeting.

APPROVAL OF EXPENDITURES AND REPORT OF ACCOUNTS

C. Skoglund moved to approve the expenditures and report of accounts for December.
M. Sharkey seconded. The motion carried with all in favor.

BILL LIST

The bill list for December was presented: General account: check numbers 11991 thru 12036;
Water account: check numbers 5081 thru 5096; Sewer account: check numbers 4749 thru 4767;
Highway Aid account: check numbers: 878 through 880.

C. Skoglund moved to approve the bill list for December, 2013.
E. Stoley seconded. The motion carried with all in favor. The Borough is waiting on the explanation from New Freedom Borough as to how the grease trap fine monies will benefit the Borough.

APPROVAL OF PAYROLL REGISTER

C. Skoglund moved to approve the December 9 and 23 payroll registers.
M. Sharkey seconded. The motion carried with all in favor.

Codes Enforcement

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

There is no report to review as the Commission will re-organize this Wednesday evening. Since starting to patrol Stewartstown Borough, there have been seven calls for service two of which were a drug and a criminal arrest. Stewartstown Borough officials are happy with the transition. Interviews were held Saturday for a patrolman and a recommendation will be made to the Commission Wednesday evening. The joint agreement was signed on December 19. Mayor Schnabel again commended Buck Buchanan for the excellent job he did in putting together the budget and presentations. Winterstown Borough has signed on with Southern Regional Police for a year and there will be a need for a school resource officer in the future.

Eng. Lipinski entered the meeting at 7:48 p.m.

Water & Sewer – Richard R. Buchanan

Home Well Replacement

We are still waiting for a decision from DEP as to whether a submersible pump can be installed. The cost for the submersible pump would be \$23,325.00 compared to a vertical pump at \$34,575.00.

Smith Well 72-Hour Test

Taylor GeoServices and the Public Works Department conducted a 72-hour pump test on the Smith Well from December 16 to December 19. The first two hours were lost due to a data logger problem. If DEP will not accept the test results, it will have to be done again or just do a two-hour test since that is when the most drawdown occurs.

15725 Magnolia Drive Sewer Repair

Springfield Contractors was contracted to repair the 15 feet deep lateral at a cost of \$10,903.36.

SUBDIVISION AND LAND DEVELOPMENT BUSINESS

Members 1st Credit Union Final Subdivision/Land Development Plan Resubmitted

The plans were presented at the October 9 meeting and the checklist of outstanding items was reviewed for the subdivision plan. The Borough has not received an approved sewer planning module as yet but Mr. Gesell stated an approval letter was e-mailed to him on December 11. He will provide the office with a copy of that letter.

E. Stoley moved to approve the final subdivision plan filed by Kimco Realty/Members 1st contingent upon receipt of the approval letter from DEP for the sewer planning module exemption.

R. Buchanan seconded. The motion carried with all in favor. All other conditions mentioned in the October 9 minutes have been met.

Members 1st Credit Union Final Land Development Plan

E. Stoley moved to approve the final land development plan of Members 1st Credit Union. M. Sharkey seconded. The motion carried with all in favor.

AutoZone, 95 East Forrest Avenue Request for Extension

Kent Raffensberger was present at the request of Council to explain why an extension of time is being requested. The property is in a Zone 2 of the Wellhead Protection Zone and the Zoning Hearing Board will announce its decision this Thursday evening. Those comments will need to be made part of the plan. The PennDOT permitting will take possibly six months as the traffic study needs to be redone. The E & S plan and NPDES permit is contingent on the new storm water control plan the Borough adopted. Kent felt six months should be sufficient to get all of the required items completed.

E. Stoley moved to approve a six month extension for processing the land development plan contingent upon the plan also incorporating the requirements of the new storm water management ordinance adopted in October. The six month extension would be until the July Council meeting.

R. Buchanan seconded. The motion carried with all in favor; Kent Raffensberger stated he was in agreement with the conditions.

M. Sharkey stated he is concerned with the number of driveways on the north side of East Forrest Avenue in this location. It is hoped that PennDOT will look at the street as a whole and not each individual driveways.

Public Roads & Lighting – Michael G. Sharkey

89 East Forrest Avenue HOP

Eng. Lipinski reported that a low-volume Highway Occupancy Permit was issued for 89 East Forrest Avenue a few years ago. If the use changes at this location, the permit will need to be revised.

Roadway Deterioration

E. Stoley noted some areas where the weather has taken its toll on some roadways. He will pass the locations along to Supt. Sweitzer.

Snow Emergencies

The ordinances need to be reviewed and possibly changed to clarify wording to allow the police department to better issue citations. Also, the public needs to be conditioned that if a snow event occurs, they should remove their vehicles from the street. Suggestions were to use the autodialer one time at the beginning of the snow season to warn that citations will be issued,

contact Fire Chief Myers to place the announcement on its Facebook page, radio stations and WGAL will continue to be e-mailed with the announcement, and place the information on the Borough's website.

Public Lands, Buildings and Finance – Christopher M. Skoglund

Financial Reports

C. Skoglund noted that his monthly financial report will now include the charting of the balances in the PLGIT accounts.

Municipal Authority

C. Skoglund would like the Committee to start meeting with the Municipal Authority, possibly the end of February, to continue the process to get it split off and operate more independently.

New Truck

The new Freightliner truck was used during the last three storms.

ENGINEER'S REPORT

Pervious Pavers

Eng. Lipinski asked if Council wanted to allow residents to place pervious pavers that allow water to pass through. Under the ordinance, if a resident wished to place the pavers and remove all of their grass, they could. This will be taken under consideration.

FEMA Flood Map Meeting

Eng. Lipinski will be attending a meeting with FEMA regarding updating flood plain maps. The Borough did not receive mapping because we have no flood zones.

Southern Farms Sewer Project

SWERP, Inc. did provide an invoice and a DVD for the work on Covington Drive.

SOLICITOR'S REPORT

Zoning Fee Schedule

E. Stoley moved to adopt Resolution #2014-1 adopting the new fees for special exceptions and variances.

C. Munch and M. Sharkey seconded. The motion carried with all in favor.

Harry and Jeanne Floyd Parking Lot Addition

Sol. Rehmyer noted that the Floyds went to a wellhead protection meeting in October and he received the right-of-way agreement from the Floyds' attorney in November. He responded to her. He later received a Stormwater Controls Operation and Maintenance Agreement. He provided comments, which were completed by the Floyds' representatives, but only after a couple of attempts. The variety of individuals assisting the Floyds with various components of the approval process created some of the confusion, time delay, and added expense.

Amendment to Zoning Ordinance and Subdivision and Land Development Ordinance

Comments were received from the York County Planning Commission and the comments and draft ordinance will be before the Borough's Planning Commission on January 27.

Covington Ridge III

S & A Homes should be providing the requested information prior to the next Council meeting.

Bid Threshold Limit Increase for 2014

The threshold limit for phone quotations(three are required) is \$10,300.00 to \$19,200.00 and public bidding is required for expenses over \$19,200.00.

Prevailing Wage for Road Projects

The prevailing wage threshold for locally funded road and bridge projects has increased to \$100,000.00.

Public Safety, Welfare and Personnel – Fred W. Arbogast

F. Arbogast thanked the Public Works Department and Office staff on the great job they do.

Secretary's Report – Cindy L. Bosley

Right to Know Seminar

Sol. Rehmeier reminded Council and Mayor Schnabel about the Right to Know seminar at CGA Law Firm's offices on January 29. Mayor Schnabel will attend.

York Adams Tax Bureau – Michael G. Sharkey

The next meeting is on January 29.

Subdivision, Land Development and Zoning – Eric W. Stoley

Planning Commission/Regional Planning Commission – Eric W. Stoley

UNFINISHED BUSINESS

NEW BUSINESS

Issue Control Sheet

R. Buchanan moved to authorize the transfer of \$75,000.00 from the water revenue account to the water capital account at PLGIT.

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

I-83 Pedestrian Crossing Study

Eng. Lipinski stated that Will Clark of the York County Planning Commission said they can perform the traffic study for removing the pedestrian crossing at the I-83 overpass for a fee of \$725.00.

Re-appointments

Michael Smelgus to the Municipal Authority; new term to expire 1/1/19;
Joseph Silbaugh, Jr. to the Wellhead Protection Committee; new term to expire 1/12/18;
Robert Noonan to the Wellhead Protection Committee; new term to expire 1/12/18;
Thomas L. Milstead, Jr. to the Zoning Hearing Board; new term to expire 1/1/17

E. Stoley moved to approve the foregoing re-appointments.

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

COMMUNICATIONS

York County Transportation Coalition Meeting

The next meeting is on January 16 at the Penn Township building. R. Buchanan, M. Sharkey, F. Arbogast, and Tony Myers will attend.

2014 Elected Officials Seminar

Mayor Schnabel and Stan Walters will attend the seminar on February 8 at the York County Emergency Services Center.

Exit 4 Diverging Diamond Design

M. Ridgely stated a response was received from Rep. Miller that the diverging diamond design will occur at Exit 4.

Affordable Care Act and Volunteer Fire Fighters

There was legislation submitted to exempt volunteer fire fighters from the Act.

ADJOURNMENT

E. Stoley moved to adjourn the meeting at 9:10 p.m.

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

Submitted by Cindy L. Bosley, Sec.