

## MINUTES

### SHREWSBURY BOROUGH COUNCIL

REGULAR MEETING

MAY 9, 2012

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: Jeffrey L. Rehmeyer, II, Esq.; David Lipinski, P.E.; Brian L. Sweitzer, Supt. of Public Works; E. Michael Lee of Codes Enforcement; Mike Myers of Shaw Surveying; Keith Russell and Keith Dickmyer of Rose Ambulance; Barb Krebs of The York Daily Record; Mr. and Mrs. Selwood; Ted Nadobny

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

President Ridgely stated the memorial marker has been placed in the garden out front and invited all to view it when they get a chance. The garden is in memory of Kellie Sweitzer and Emma Murphy. Brian Sweitzer stated the dedication was a nice gesture and it means a lot to him and William Murphy.

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

#### **APPROVAL OF MINUTES**

The minutes of the April 11 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 March expenditures and report of accounts.  
C. Munch seconded. The motion carried with all in favor.

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

## **BILL LIST**

The bill list for April was presented: General account: check numbers 11093 thru 11150; Water account: check numbers 4736 thru 4757; Sewer account: check numbers 4460 thru 4473; Highway Aid: check number 859.

- C. Skoglund moved to approve the April bill listing.  
C. Munch seconded. The motion carried with all in favor.

## **PAYROLL REGISTER**

- C. Skoglund moved to approve the April 2, 16, and 30 payroll registers.  
E. Stoley seconded. The motion carried with all in favor.

## **SUBDIVISION AND LAND DEVELOPMENT BUSINESS**

### **Mid Atlantic Mobility, Land Development Plan, 11 Onion Boulevard**

The plan calls for a 2,400 square foot metal building to be built between Onion Boulevard and the existing metal building for office space.

The Planning Commission reviewed the plan at its April 23 meeting and recommends approval of the plan subject to the following comments:

- 1) Water line easement: We don't know if the 10' easement marked on the plan is the actual water line location. Before a building permit is issued, test pits should be made to determine the actual water line location and it should include a 20' right-of-way. Also, before installation of the new storm water pit, approval needs to be obtained from Brian Sweitzer. An as-built for the existing water line should be provided before the issuance of any building permit. A note should be added that Shrewsbury Borough is to have access to the easement and that no building can be on the right-of-way.
- 2) Statement of ownership must be signed, dated, and notarized.
- 3) Fire suppression system will be addressed at the time of building permit application as will any signage.

- 4) Knox box should be installed.
- 5) Payment of all fees and charges.

B. Sweitzer stated the Public Works Department dug for two days to try to locate the ten inch fire line that starts at Onion Boulevard and goes west to a pit and from there, it is unknown exactly where it extends. B. Sweitzer feels the line is closer to the curb line on Onion Boulevard. The question of ownership of the fire line was discussed. The 1964 agreement with the Borough and the Hungerford Packing Co. states the Packing Company paid the Borough \$8,000.00 for the line so it would appear that the Borough owns the line. B. Sweitzer was asked to dig closer to Onion Boulevard to try to locate the water line. Hopefully, the water line can be located and then a right-of-way can be shown on this plan. It was also recommended that a meter be installed in the pit to watch for leaks on this line.

Mike Lee stated he will not issue a building permit if the water line turns out to be under where the proposed addition is planned.

E. Stoley moved to conditionally approve the final land development plan subject to the water line and easement being shown on the plan; statement of ownership being signed, dated and notarized; and payment of all fees and charges.

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

#### Apple Tree Court Request for Extension

The applicant asked for an extension for approval until July 31, 2012.

E. Stoley moved to grant the extension for preliminary approval until July 31, 2012.

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

#### Apple Tree Court Temporary Grading Plan

A temporary grading plan dated 3/21/12 was reviewed with an entrance off Plank Road. An erosion and sedimentation plan is being reviewed by the York County Conservation District. A note should be added that no grading will take place over the existing sewer easement and that each load of clean fill be certified by the engineer.

E. Stoley moved to approve the preliminary grading plan with a note being added that no grading will be done over the existing sewer easement; that each load of

clean fill be certified by the engineer; and approval of the E & S plan by the York County Conservation District. Final grading will be part of the subdivision plan process.

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

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

#### **Fine Monies**

Mayor Schnabel turned over a check in the amount of \$75.00 from the Southern Police Commission for fines. It was suggested that the Police Department watch the exit near Chick-fil-A on Mount Airy Road for left-turn violations.

Mayor Schnabel highlighted the police report for April. Shrewsbury Borough's time for service keeps increasing. If the current trend continues, the Borough's share will increase next year. Council members are encouraged to attend the Police Commission meetings to ask questions of the Commission and Chief Boddington.

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

#### **Wine Sales at 16 North Main Street**

Information was received from the Liquor Control Board to allow the retail sale of locally produced wine. However, since the original special exception decision has lapsed, Council said the applicant should seek another special exception for the property to set the use of the whole property.

#### **Barking Dogs at Kennel, Kratz Road**

Mike stated he visited the kennel and checked the area several times to listen for barking dogs and occasionally he would hear a dog bark similar to a dog barking in someone's yard.

The property on Kratz Road has two zoning hearing decisions and they're allowed 100 dogs. The manager has been contacted about leaving the dogs out before 7:00 a.m. Currently, the kennel is in compliance with the decisions.

### **Water & Sewer** – Brian L. Sweitzer

### New Freedom Waste Water Treatment Budget

This will be discussed in executive session.

### Community Development Block Grant

At the April 25 meeting, the Municipal Authority voted to recommend payment of engineering fees be paid from the sewer fund in order to get the project started. The block grant funds of \$100,000.00 will go toward the pipe replacement.

E. Stoley moved to authorize Eng. Lipinski to start the design engineering work for the project.

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

Eng. Lipinski stated that as soon as the contract comes from the County, it should be signed and returned.

### Smith and Blouse Wells SRBC Permits

Requests for monitoring wells have been expanded with a right-of-way agreement being signed by the owners of 26 Cherry Tree Lane. B. Sweitzer is in the process of scheduling a site visit with the Susquehanna River Basin Commission.

### Wellhead Protection Meeting

The Committee will meet on May 23.

### Tour of Treatment Plant

For those attending the tour tomorrow evening, in order to car pool, be at the municipal building by 5:20 p.m.

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

#### Street Sweeping

Ross Industries billed \$7,582.50 for the sweeping. The amount of \$6,000.00 was budgeted and the cost differential is due to a higher hourly rate than 2011 and lack of consistency from sweepers and drivers. Next January, the sweeping

specification will be more specific and stricter with regards to sweepers and personnel.

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

### Audit Report

A meeting was held with the auditor prior to the Council meeting. There are a few outstanding checks that may need to be cleared and the check register process has been corrected. The Secretary was asked to forward the draft audit report to the rest of Council and Mayor Schnabel. The final report will be approved next month.

### Mid-Year Budget Review

C. Skoglund stated that after the second quarter splits are done, he will prepare a mid-year report for Council to review at the August meeting.

### New Scout Building

B. Sweitzer reported the plumbing work has not been done as yet. The amount of \$2,500.00 was budgeted last year, but not carried over for this year. Brian is to meet with the plumber tomorrow. If the work will be more than \$2,500.00, Brian is to go back to Council.

## **ENGINEER'S REPORT**

### Stormwater Management Ordinance

A fact sheet will be coming from the York County Planning Commission and after that, the review can continue.

### West Clearview Drive Easement

Eng. Lipinski has started the design of the easement and will be done before the next meeting.

### FEMA National Flood Insurance

Information was received from FEMA and Eng. Lipinski is completing the application to submit so residents can purchase flood insurance, even though the Borough does not have any floodplains.

M. Sharkey moved to authorize Eng. Lipinski complete the application and submit the accompanying paperwork to participate in the National Flood Insurance program.

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

## **SOLICITOR'S REPORT**

### **Soliciting Ordinance**

The ordinance is ready for adoption. There was discussion on how much the permit fee should be. Council arrived at \$10.00, which can be examined and changed in the future. Non-profits are exempt from the fee.

## **EXECUTIVE SESSION**

An executive session was called at 9:05 p.m.

The meeting was resumed at 9:38 p.m.

### **92 Skyview Drive**

The judgment in the amount of \$12,141.00 was transferred to the Court of Common Pleas. Sol. Rehmeyer asked for permission to execute on the property and then proceed to Sheriff's Sale.

E. Stoley moved to give permission to Sol. Rehmeyer to proceed against the property.

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

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

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

The Secretary will purchase three, used, four drawer, legal size filing cabinets from Mike Lee at a price of \$100.00 each.

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

M. Sharkey reported there was discussion at the meeting about the Gettysburg office and the desire of the Bureau to move to a more conducive location and after a discussion, the matter was tabled so more information could be gathered and more time to consider the option. M. Sharkey volunteered to serve on a five member committee that will evaluate the move options.

**Subdivision, Land Development & Zoning** – Eric W. Stoley**Planning Commission/Regional Planning Commission** – Eric W. Stoley**UNFINISHED BUSINESS****NEW BUSINESS****COMMUNICATIONS****Emergency Management Seminar**

E. Stoley stated he may attend a seminar to discuss emergency management on May 30. He will register if he can attend.

**ADJOURNMENT**

C. Skoglund moved to adjourn the meeting at 9:58 p.m.

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

Submitted by,  
Cindy L. Bosley, Secretary