

MINUTES

SHREWSBURY BOROUGH COUNCIL

REGULAR MEETING

SEPTEMBER 11, 2013

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.; Keith Hunnings of South Penn Code Consultants; Larry Zimmerman; Ed Ward; Bryan Fink; Phil Robinson; Nate Kirschman; Eric Johnston

The regular meeting of the Borough Council convened at 7:33 p.m. with a moment of silence in memory of those killed on 9/11/01. The meeting was held in the Borough Municipal Building, 35 West Railroad Avenue, with President Ridgely presiding.

CITIZEN COMMENTS

Larry Zimmerman stated the Fall Festival committee will not be closing Walnut Alley for the event as everything will be held at the fire company grounds. They may close down a portion of North Sunset Drive near the fire hall.

APPROVAL OF MINUTES

The minutes of the August 14, 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 August expenditures and report of account.

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

BILL LIST

The bill list for August was presented: General account: check numbers 11823 thru 11855; Water account: check numbers 5013 thru 5032; Sewer account; check numbers 4689 thru 4704; Highway Aid: none.

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

PAYROLL REGISTER

- C. Skoglund moved to approve the August 5 and 19 payroll registers.
 R. Buchanan seconded. The motion carried with all in favor.

SUBDIVISION AND LAND DEVELOPMENT BUSINESS

Heathcote Glen I Letter of Credit

The work associated with the land development is satisfactory and a few builder-related issues remain. The public improvements meet the inspections done by B. Sweitzer and Eng. Lipinski.

- E. Stoley moved to release the letter of credit held for Heathcote Glen I as all improvements have been inspected and approved.
 C. Munch seconded. The motion carried with all in favor.

Heathcote Glen I Roads

Since the streets were not adopted by September 1, the Borough will enter into an agreement with the developer, Phil Robinson, to maintain the streets this winter for payment by Phil of the funds the Borough would have received by way of liquid fuels monies.

- E. Stoley moved that President Ridgely be authorized to sign the agreement with Phil Robinson for maintenance of the streets in Phase I of Heathcote Glen by the Borough this winter in exchange of payment in the amount of \$2,367.97.
 M. Sharkey seconded. The motion carried with all in favor.
 The agreement will be signed when Phil brings the money to the office. (These streets will be adopted in the spring.)

95 East Forrest Avenue Grading Plan

The as-built grading plan was submitted for informational purposes only. Currently, the site meets the Zoning Ordinance. The grading plan will be addressed during land development review. A layer of topsoil needs to be spread yet in order to get the site seeded.

Heathcote Glen II Bonding

Phil Robinson agrees with the amount of bonding that needs to be put in place by October 9.

E. Stoley moved that the previously-approved final plan of Heathcote Glen II be signed but not dated. The date will be filled in when Phil Robinson brings the surety amount in to the office at which time the plan can be recorded.

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

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

Mayor Schnabel reported the Police Commission is trying to get the monthly report to the municipalities faster rather than be two months behind. Mayor Schnabel also encouraged all to visit the police department's website to see what activity has been occurring in the communities. If Stewartstown joins, the Borough's budget figure for 2014 would be around \$514,403.00 or 32% of the budget. If Stewartstown Borough does not join, the Borough's share will be around \$557,426.00 or 41% of the budget. The minimum commitment for Stewartstown Borough is four years.

Codes Enforcement – Keith Hunnings

Keith issued five permits and handled five complaints. He is getting files ready for a Labor and Industry audit that occurs every five years.

1 North Main Street

The owner inquired if he can have six individual professional offices in the building. A restroom facility will be shared by all tenants. Parking is not required in the Village district but there is plenty of parking on the lot. Professional office is a permitted principle use but the Zoning Ordinance does not specify a number. The owner will need to submit engineered plans and comply with the ADA laws. It was the consensus of Council that the proposed number of offices is allowed.

21 South Hill Street

Dave Bosley, who purchased the building and received approval from the Zoning Hearing Board to install seven apartments in the building, has asked Keith if he can move in to the building temporarily. Keith was passing this along to Council as an update only. Mr. Bosley will vacate the premises when he starts renovating the building for the apartments.

Pen Mar Recycling, Onion Boulevard

Another letter was sent to this property for outdoor storage violation. The pad was permitted but has not received the final use and occupancy but it is being used. Stormwater issues have not been resolved which was one of the contingencies of the permit.

Green House/Hoop House Permit

A resident installed a greenhouse/hoop house without a permit and Keith notified the owner he was in violation. The Zoning Ordinance calls for a permit for any structure.

Water & Sewer – Richard R. Buchanan

Mason Dixon Restaurant and Rutter's Grease Discharge

The sewer lateral for Mason Dixon Restaurant and the Rutter's Store was flushed by Kline's Services. The lateral is now clean and will be checked twice a year to verify the lateral is properly maintained. Mason Dixon Restaurant is considering relocating the sewer line to separate their sewer line from Rutter's. The Market Square Shopping Center was billed for the fine and Public Works' time (\$1,210.00).

Blouse Well SRBC Test

The test is scheduled to begin this Friday.

SCADA and Radio Communications

B. Sweitzer, Nate Kirschman and a representative from Control Systems 21 met on August 20 to study the water and sewer systems and radio communication budgeting and the possibilities. The work that Nate and the radio club did with the emergency operations center could save between \$5,000.00 and \$10,000.00. Control Systems 21 gave a recent figure of \$120,000.00 which needs to be verified.

Wellhead Protection Meeting

The wellhead protection committee will meet on September 25 to review the proposed AutoZone at 95 East Forrest Avenue.

Letter to New Freedom Borough

A letter was sent to New Freedom Borough restating our position that any corrected I & I does not result in additional capacity to sell. We don't want to be in a position in the future where

New Freedom Borough runs out of capacity and comes to the Borough and Authority asking for help to pay for upgrades or expansion within the plant's footprint.

Public Roads & Lighting – Eric W. Stoley

Extra Snow Plow Driver Bids

E. Stoley stated the current bid requirements for insurance can stay the same but the individual winning the bid should ask his carrier for an endorsement that would cover completed operations on his general liability policy.

West Clearview Drive Stormwater Pipe

E. Stoley commended the Public Works Department on the good job done on West Clearview Drive for the pipe replacement.

Bridle Road Paving

Kinsley Construction has notified Eng. Lipinski they will be moving in next Thursday to start paving.

I-83 and Route 851 Traffic Signal Markings

Shrewsbury Township had requested help in putting the pedestrian and stop bars and arrows down at this intersection. Council was adamant that pedestrian crosswalk markings not be placed directing pedestrians to walk through the I-83 underpass as there is not enough room and is a major safety factor. A letter will be sent to the Township that we will be glad to help with the stop bars and turn arrow markings but we will not help install pedestrian crossings. Also, since this intersection is three-quarters in Shrewsbury Township, the Township may want to have the State Police on site to help direct traffic at its cost when the work is done.

Mail Box Placement

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R. Buchanan stated he received a letter from the local post office that he needs to place a mailbox curbside for mail delivery. He stopped at the post office for specifications for proximity of the mailbox to the street but was told they only have specifications for how high the mailbox needs to be. R. Buchanan is concerned that if the mailboxes sit too far into the cartway, the snow plow will hit them and then the Borough will be paying out more money to residents. The Secretary was asked to contact the post office to see if more information can be obtained.

Public Lands, Buildings & Finance – Christopher M. Skoglund

Schedule 2014 Budget Meetings

Meetings will be held as follows: October 3; October 24; November 6; November 20; and December 4 at 7:00 p.m. The Municipal Authority will be invited and Under Act 8, the fire department and Rose Ambulance will also be notified of the meetings.

Year-end Meeting

Thursday, December 26 at 7:00 p.m. will be the year-end meeting.

Re-organizational Meeting

Council will meet on Monday, January 6 for the re-organizational and regular meeting.

2014 Pension Minimum Municipal Obligation

C. Skoglund moved to approve and budget the amount of \$44,699.00 as the 2014 pension minimum municipal obligation.

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

Refuse Bids

Two bids were received:

	<u>2 Year</u>	<u>3 Year</u>	<u>4 Year</u>	<u>5 Year</u>
Republic Services	\$631,081.20	\$955,621.80	\$1,282,404.96	\$1,606,440.60
Penn Waste	\$647,384.40	\$976,228.20	\$1,329,112.80	\$1,708,614.00

Bryan Fink of Republic Services was asked if can comply with item 11 of the bid specifications that requires a supervisor be in town on collection days and stop in at the office to handle any complaints. Mr. Fink stated they can and will meet all of the requirements of the contract and that a supervisor can physically be in the Borough on trash collection days.

Sol. Rehmeyer stated the bids meet the advertised requirements.

Mr. Fink was told Council would like to keep the current trash collection days the same.

C. Skoglund moved to award the bid to Republic Services for a five year contract starting 2/1/14 at a price of \$1,606440.60.

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

New Worker's Compensation Carrier

Because Penn National Insurance was going to drop coverage for the volunteer firefighters, our agent switched the coverage to Amerihealth. C. Skoglund stated Amerihealth is not a best-rated company and that it is a subsidiary of Capital Blue Cross. It's a question of not knowing the financial health of the company.

Health Insurance Options

The current plan's renewal was showing an increase of 52%. Our broker met with C. Munch, B. Sweitzer, and C. Bosley yesterday to discuss options, one of which includes deductibles in the amounts of \$4,000.00 and \$8,000.00. Capital Blue Cross would manage the Health Reimbursement Agreement at no charge.

E. Stoley moved to change to the Capital Blue Cross PPO HRA plan with a \$4,000.00/\$8,000.00 deductible with the Borough paying the full amount of the deductible. C. Munch seconded. The motion carried with all in favor.

1994 John Deere Front Loader

The tractor was hit by a pick-up truck on August 16. Brendon Kroner was waiting to pull out from South Sunset Drive and the truck was traveling east on Forrest Avenue and stated the sun blinded him and he veered to the right, striking the loader, which is the statement he gave to Chief Boddington. The tractor is almost repaired and the amount of \$3,700.00 will be received from the insurance company.

C. Skoglund and E. Stoley will review the inland marine policy to see if values are accurate.

ENGINEER'S REPORTStorm Water Ordinance

Eng. Lipinski said that now DEP is considering making some exceptions to the new regulations. Since the ordinance has been advertised for adoption in the next two months, we can go ahead and adopt it and then perhaps amend it in the future.

Southern Farms Sewer Project (SWERP, Inc.)

There is remaining work to be done and SWERP, Inc. is not responding to phone calls or e-mails. Almost \$80,000.00 is being held. They need to seal lateral liners to the main pipe liners.

Brookview Meadows Sanitary Sewer Repair

De Traglia Excavating ran into a problem where a large storm sewer pipe is next to a manhole that we did not know was there. De Traglia Excavating left the job and it will need to be reworked and bid again.

Windy Hill Road

The Borough did not receive a check or a bill from PennDOT.

GIS Monuments

The Municipal Authority agreed to the placement of four or five permanent markers to aid in future surveying. One or two may be placed in the Stonebridge Business area.

Woodland Tank Exterior Repairs

Two bids were received:

Mid Atlantic Storage Systems, Inc.	\$35,831.00
Pittsburg Tank & Tower Maintenance Co., Inc.	\$87,721.00

M. Sharkey moved to accept both bids.

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

M. Sharkey moved to award the bids to Mid Atlantic Storage Systems, Inc. in the amount of \$35,831.00.

E. Stoley and R. Buchanan seconded. The motion carried with all in favor.

Baron Matthews Lot Along Constitution Avenue

This had been discussed at a Municipal Authority meeting and the sewer planning exemption could not be signed until Mr. Matthews obtained an EDU from the Township. This was after the plan was recorded and then DEP said the commercial lot needed to connect to public sewer. There was information missing from the sewer planning exemption form plus the plan shows two lots so a letter asking for clarification was sent to Mr. Matthews.

SOLICITOR'S REPORTPennDOT EDU Agreement

A check was received from PennDOT for the payment of half of the amount due for the water and sewer EDUs the rest stop is using. The second check will arrive next year around this time.

Comcast Cable Franchise Agreement

Comcast had supplied an incorrect legal entity name for the entity operating in the Borough. The ordinance will need to be re-advertised. Comcast will provide a generous sponsorship for the next Borough event.

Storm Water Management Ordinance

The ordinance will be adopted next month.

Covington Ridge Phase III

Sol. Rehmeyer is continuing to follow-up with S & A Homes to check on the status of the review of costs for public improvements.

Eitzert Farms

The amended restated mortgage was recorded and a copy was received at the office.

Zoning Fee Schedule

Sol. Rehmeyer prepared a draft resolution to categorize and change zoning request fees. Council was asked to review the list to see how to differentiate the Village from other commercial requests.

Public Safety, Welfare and Personnel – Michael G. Sharkey

The health insurance item was discussed earlier.

Secretary's Report – Cindy L. Bosley

Appreciation Dinner

The dinner will be held on Friday, November 15.

York Adams Tax Bureau – Michael G. Sharkey

There is no meeting this month but there will be a special meeting next month.

Subdivision, Land Development & Zoning – Eric W. Stoley

Members First Credit Union

Staff met Tuesday and passed the plan to the Planning Commission.

AutoZone Plan, 95 East Forrest Avenue

This plan will be going back to the staff review meeting.

Planning Commission/Regional Planning Commission – Eric W. Stoley

UNFINISHED BUSINESS

NEW BUSINESS

Issue Control Sheet

The list was reviewed and updated.

COMMUNICATIONS

A thank you note was received from the families of Minnie Sweeney for allowing them to place a bench and plaque at the playground in memory of Minnie.

ADJOURNMENT

The meeting was adjourned at 10:50 p.m.

Submitted by,
Cindy L. Bosley, Secretary