

**MINUTES OF SPRING GROVE BOROUGH
COUNCIL MEETING
September 3, 2019**

The Spring Grove Borough Council met in Regular Session on Tuesday, September 3, 2019. President James D. Graham led those in attendance in a word of prayer and Pledge to the Flag. The meeting was called to order at 7:00 PM.

BOROUGH COUNCIL PRESENT

James D. Graham
David B. Kile
Peter A. Lombardi
Larry McConnell
Joshua D. Moore
Rebecca J. Stauffer
Kristyn Stouch

ALSO PRESENT:

Beverly Hilt, Mayor
Andrew N. Shaffer, Borough Manager
Melissa J. Helm, Adm. Assist/Recording Secty
Matt Warfel, (ARRO Inc.)
Peter Ruth, Solicitor

ALSO ABSENT:

None

BOROUGH COUNCIL ABSENT:

None

Public Comment / Visitors

Mrs. Maureen Crouse, 421 Spring Forge Drive, was present to inquire why Council chose to eliminate the placement of the Roundabouts that were to be placed on Glenview Drive. She said that the residents were not given any correspondence as to why they changed their minds. She feels that if they eliminate the roundabouts, then there needs to be more speed bumps installed to slow down traffic before someone's child is hurt. She recommended that more speed bumps be placed on Spring Forge Drive in addition to on Glenview Road.

Council President Graham stated that Council has decided that based on the response by the public regarding the roundabouts, the same amount of money will be spent to place more speed bumps on Spring Forge Drive and on Glenview Road.

Mr. Robert Spangler, 147 North High Street, representing the Spring Grove Area Historical Society, was present to inquire on the latest status on the sale of the Community Center building.

Approval of Minutes

August 2019

The Minutes of the Regular Council Meeting held August 5, 2019 were presented to Council for their review. Peter A. Lombardi made a motion, seconded by Larry McConnell, to approve the minutes for August as presented. Motion Carried

Treasurer's ReportAugust 2019

The Treasurer's Report for August 2019 with expenses totaling \$211,293.45 was presented for approval. Since the end of the month fell on the weekend and there was a holiday on Monday, Manager Shaffer was not able to get the financial reports completed until Tuesday, September 3. Those reports were presented to Council in the afternoon prior to tonight's meeting. Since a few Council members were not able to review those financial records, Rebecca J. Stauffer made a motion, seconded by Larry McConnell, to table the approval of the August expenses until Committee meeting to be held on September 16. Motion Carried.

President's Report

None

Mayor's ReportParking Enforcement Officer's Report –August 2019

The Parking Enforcement Officer's Report for August 2019 was presented to Council for their review.

Southwestern Regional Police Activity Report –July 2019

The Police Activity Report for July 2019 was presented to Council for their review. Officer in Charge Jaimie Stalcup was present to answer any questions.

Southwestern Regional Police Financial Report – July 2019

The Financial Report for July 2019 was presented to Council for their review.

Southwestern Regional Police Board Minutes - July 2019

The Minutes of the Southwestern Regional Police Board for the month of July 2019 were presented to Council for their review.

ManagerRefuse Contract

Manager Shaffer reported to Council that the refuse contract is due to expire on December 31, 2019. He has a meeting scheduled with Penn Waste, Inc. to review the contract. His findings can be reviewed at Committee Meeting later this month.

Handicap Parking Spaces

Manager Shaffer reported to Council that letters were sent out to all of the recipients of handicap parking spaces in the Borough. To this date, all but two have responded. There were two handicap parking applications received for Council to approve or deny. Rebecca J. Stauffer made a motion, seconded by Larry McConnell, to approve the handicap parking application for Tammy Stremmel, 50 South East Street. Motion Carried. Rebecca J. Stauffer made a motion, seconded by Kristyn M. Stouch, to approve the handicap parking application for Jaimie Reymeyer, 40 North Main Street. Motion Carried.

Spring Grove Community Tree Lighting

Manager Shaffer reported to Council that the 5th Annual Community Tree Lighting will take place on December 5, 2019 from 6:00 - 8:00 p.m. Once again, there will be a need for volunteers.

Hardee's Traffic Concerns

Manager Shaffer reported to Council that he met with the owner of Hardee's. Hardee's presented another option for the entrance into their establishment. ARRO reviewed that option, which would have a left the turning lane entrance further down Glenview Road. Manager Shaffer will have more to present at Committee Meeting later this month.

Community Center Tenant Notification – Lease Changes

Manager Shaffer reported to Council that letters have been sent out to all of the tenants at the Community Center informing them that their lease will renew on January 1, 2020 with a new clause that states that in the event the building is sold, they would have a six month window for termination of their lease.

Speed Tables – Spring Forge Development

Manager Shaffer presented an aerial view of the streets for review to Council for the placement of speed tables in an effort to slow down traffic.

ARRO Engineering

Main Street Improvements

Engineer Warfel reported to Council that the Main Street Improvements project has been advertised. At this point the let date for the project is September 26.

East Railroad Street Improvements

Rebecca J. Stauffer made a motion, seconded by Larry McConnell, to approve payment of Change Order #1 to H&H General Excavating in the amount of \$2,117.31. Motion Carried.

Campus Avenue Stream Improvements

Engineer Warfel reported to Council that even though the project has been completed, there were several more items that the state grant agency indicated that needed to be provided. 1. An update to the Borough's GIS system, which has been completed. 2. The preparation and recording for an operation and maintenance agreement for the easement, which has been completed. 3. An additional public meeting, which has been advertised on the Borough's website and is scheduled for September 5, at 3:00 PM.

Stormwater/MS4

Engineer Warfel reported to Council that ARRO is preparing an easement drawing for the stormwater improvements at 410 Spring Forge Drive.

Engineer Warfel also reported that the draft MS4 compliance report that is due by September 30 has been completed and submitted to the Borough.

Community Park – Phase 3

Engineer Warfel reported to Council that ARRO did pull together, at the Borough's request, a schedule for doing that work in regards to design and permit bidding and construction. The Borough has already been awarded a grant of \$155,000 from DCNR, it's just a matter as to when the Borough wants to initiate the project. It was noted that the grant is a matching grant. Also, since the grant is for three years, the project will need to be completed by 2021.

Grant for Pocket Park-65 South Main Street

Engineer Warfel reported to Council that the grant agency for the pocket park located at 65 South Main Street stated that there needed to be a commitment by the Borough for funds to proceed. There had not been any acquisition of the property, due to the small window of time allocated. ARRO will be meeting with Manager Shaffer to resubmit the grant next year.

Solicitor's Report

Pixelle Specialty Solutions

Solicitor Ruth updated Council that Pixelle Specialty Solutions has filed property assessment appeals for seven of their properties in the Borough. Any changes that might happen will not take effect until 2020.

Zoning & Code Enforcement

Zoning Report- August 2019

The Zoning Officer's Report for August 2019 was presented to Council for their review.

Code Enforcement Report-August 2019

The Code Enforcement Report, which shows code violations in the month of August 2019 as well as the status of any outstanding violations, was presented to Council for their review.

RecreationSpring Grove Regional Parks & Recreation Center Meeting Minutes –July 2019

The minutes of the Spring Grove Regional Parks and Recreation Meeting for the month of July were presented to Council for their review.

Spring Grove Regional Parks and Recreation Center Financial Report – July 2019

The Financial Report for the Spring Grove Regional Parks and Recreation Center for the month of July was presented to Council for their review.

Community Center Building

Manager Shaffer updated Council that DCNR reached out to him advising him that because there was grant money used for the improvements at the Community Center, there could be some restrictions when selling the building, especially changing from a public to a private building (conversion). He has a meeting in Harrisburg on October 30 to discuss/review the restrictions/contract language that is needed. His opinion is that the grants that were received in 2004 and 2008 for improvements have already fully depreciated.

Committee ReportsPersonnel Committee

Rebecca J. Stauffer reported to Council that she reached out to Kocman Insurance regarding employee benefit options. She requested that the personnel committee meet at 6:45 pm on September 16 prior to the Committee meeting.

Highway Committee

Kristyn M. Stouch reported to Council that she has been researching some solutions for the parking issue on Main Street. She stated that she would pass that information onto Council.

Unfinished Business

None

New BusinessConsider Approval of Resolution 6-2019, Authorizing the Destruction of Documents as Outlined

David B. Kile made a motion, seconded by Kristyn M. Stouch, to approve Resolution 6-2019, which authorizes the destruction of documents as outlined. Motion Carried.

Consider Approval of the Minimum Municipal Obligation to the Pension Plan for 2020

Peter A. Lombardi made a motion, seconded by Larry McConnell, to authorize the payment of the Minimum Municipal Obligation to the Pension Plan for 2020 in the amount of \$29,021. Motion Carried.

Consider Authorizing Advertisement of the Director of Community Development Employment Search

Kristyn M. Stouch made a motion, seconded by Larry McConnell, authorizing the advertisement for the Director of Community Development employment search. Motion Carried.

Correspondence

PSAB Pension Plan Statement – Month Ending July 2019.

The PSAB Pension Plan Statement for the month of July was presented to Council for their review.

York County Boroughs Association Invite – September 26

Council was presented with an invitation to the York County Borough's Association Meeting to be held on September 26, 2019 in Red Lion.

Executive Session

At this time Council convened into executive session at 8:50 PM to discuss the police issue and the Community Center. Council reconvened at 9:49 PM.

Hearing no further business, the meeting was adjourned until Committee Meeting to be held Monday, September 16, 2019 at 7:00 PM.

Adjournment was at 9:50 PM

Respectfully submitted,
Melissa J. Helm
Recording Secretary