



Borough of Spring Grove

Mayor Beverly R. Hilt

Borough Council

Kevin E. March, *President*

Peter A. Lombardi, *Vice-President*

Robert W. Whyland, *President Pro-Tempore*

Kristina N. Ruby

Phillip M. Klocek

Tyler S. White

Darrell A. Ledford

**Spring Grove Borough Council
Regular Meeting Minutes
Borough Office – 1 Campus Avenue
April 21, 2025, at 7:00 P.M.**

Borough Secretaries

Nicolle E. Ruth

Scott P. Miller

The Spring Grove Borough Council met for a regular session on April 21, 2025. President Kevin March called the meeting to order at 7:00 PM.

BOROUGH COUNCIL PRESENT:

Kevin March
Phillip Klocek
Robert Whyland
Kristina Ruby
Tyler White
Darrell Ledford
Peter Lombardi-Via Phone

ALSO PRESENT:

Scott Miller, Operations Manager
Nicolle Ruth, Business Manager
Danielle Robison, Administrative Assistant
Beverly Hilt, Mayor
Peter Ruth, Solicitor
Collin Fox, Engineer
Bronson Ritenour, JCP

Visitors

Brent Auchey, Friendship Hose Fire Co.
Garrett Strouse, Friendship Hose Fire Co.
CPL Hess, YCRPD
Ryan Yingling
Dorian Ritenour
Tracy Crouse

Pledge of Allegiance

Public Comment

None

Meeting Minutes

The March 3, 2025, Committee Meeting Minutes were presented. Darrell Ledford made a motion to approve the minutes. Phillip Klocek seconded the motion. The motion passed.

The March 17, 2025, Regular Council Meeting Minutes were presented. Phillip Klocek made a motion to approve the minutes. Darrell Ledford seconded the motion. The motion passed.

Treasurer's Report

Expenses in March totaled \$333,249.74. SEK reconciliation report was provided. Tyler White made a motion to approve. Phillip Klocek seconded the motion. The motion passed.

Administrative Reports

President

No Comment

Mayor

No Comment

Friendship Hose Fire Company

Brent Auchey stated Friendship Hose Fire Company held an appreciation banquet on March 29, 2025. Local government official attendees were Mayor Hilt as well as Borough Council President Kevin March. Awards were given to Captain Ryan Bankert and John and Jane Bailey. There will be a sugar cake sale on May 6, 2025, and May 7, 2025.

Garrett Strouse stated training is the 2nd and 4th Sunday of each month and every Wednesday evening. Invitations to neighboring stations will be extended for them to attend.

Police

CPL Hess stated the police department responded to 5 crashes and 1 robbery in the Borough. Darrell Ledford asked about a sexual assault on Hoke St and another on Jackson St. CPL Hess did not have any specific information on the incidents. Phillip Klocek would like the police to monitor the electric bike traffic in the Spring Forge development.

Solicitor

No Comment

Engineering Report

MS4-ARRO forwarded comments regarding Borough concerns regarding the draft MS4 requirements to PA DEP.

GIS-Building and zoning GIS tools are being prepared and tested with Borough staff in an effort to streamline the application and approval process.

Sanitary Sewer-ARRO has completed and turned in the Chapter 94 Report.

Spring Forge- ARRO reviewed and approved a stormwater plan for 558 Monocacy Trail.

YMCA Project-ARRO has reviewed the Subdivision and Land Development application and the zoning description of the proposed project, as it applies to sanitary sewer usage and impact. Further discussions with the applicant will be necessary.

Zoning, Code, & Parking Enforcement Reports

No questions or discussions occurred.

Wastewater Treatment Plant Report

Staff are waiting for a rain event with at least two consecutive days of rain to follow up with the I and I issue near Pixelle.

Public Works Report

Staff will be including a report for public works staff moving forward. Phillip Klocek asked if staff have any signs or cones they can utilize to make people aware they are working in the circle. Robert Whyland would like staff to familiarize themselves with licensing requirements for spraying herbicides.

Recreation

No comments or discussions occurred.

Committee Reports

Halloween Parade Committee- The Halloween Parade Committee has no update at this time.

Christmas Tree Lighting Committee- The Christmas Tree Lighting Committee has no updates at this time.

250th Celebration Committee- The 250th Celebration Committee will be holding a meeting on Wednesday, April 30, 2025, at 4:00 PM at the Borough Office. There will be a display with artifacts at the food truck event being held on Friday, April 25, 2025, at Little Creek.

YMCA Committee- Mayor Beverly Hilt stated construction should have officially begun at the YMCA. Kate King will be utilizing more of the parks throughout Spring Grove for events during construction. Kristina Ruby stated the YMCA Easter Egg Hunt had a good turnout considering the location change. She estimated 100 people were in attendance.

Steering Committee- The Steering Committee will hold its first meeting on Tuesday, May 13, 2025, at 7:00 PM at the Borough Office. Dean Severson from HRG will be setting up a table at the Borough Office on May 20, 2025, during election day to start community outreach for the Borough's comprehensive plan.

Events Committee- Kristina Ruby submitted a makeshift route for the 5K in July event to be held on Saturday, July 26, 2025, at 9:00 AM at the Rail Trail in Spring Grove Borough. More details to come at a later date.

New Business

- 1) Council considered approval of hiring William McGrew as the Borough's second public works employee with a start date effective April 8, 2025, at a rate of \$25.00 per hour and an insurance stipend of \$12,000 per year if opting out of the health /vision/dental benefits. Phillip Klocek asked if William was opting out of benefits and the length of his probation period. Robert Whyland asked if he had already started and if a ratification was necessary. Peter Ruth stated it was not necessary. Kristina Ruby made a motion to approve. Tyler White seconded the motion. The motion passed.
- 2) Council considered approval of Resolution 03-2025, PennDOT permit application for roundabout. Scott Miller advised PennDOT requires approval from council to apply for the permit. Darrell Ledford asked how long it takes for PennDOT to approve the permit. Darrell Ledford made a motion to approve. Robert Whyland seconded the motion. The motion passed.
- 3) Council considered appointing and approving a voting delegate for the 2025 PSAB Conference. Mayor Beverly Hilt explained this allows Borough's to vote on Resolutions that will be put in front of state senators for consideration. Staff and Mayor Hilt recommended Kevin March as the voting delegate. Kevin March made a motion to approve himself as the voting delegate for the 2025 PSAB Conference. Darrell Ledford seconded the motion. The motion passed.

Old Business

- 1) Robert Whyland inquired about how the tree planting at the 6.7 acres went. Mr. Whyland wanted to know what the blue flags were for and if shade trees could be added in the future. Darrell Ledford asked if the Chesapeake Bay Alliance would be spraying the fruit trees.

Correspondence and Other Business

- 1) Council went into executive session at 7:46 PM to discuss the Caputo Brothers agreement, and revisions to the bus lot contract. Council came out of executive session at 8:07 PM.
- 2) Darrell Ledford asked for clarification regarding two articles in the most recent Boro Bits issue. The first article pertained to permits and the second article pertained to Beautify the Borough.

Adjournment

President Kevin March adjourned the meeting at 8:18 PM. The next Regular Council Meeting is scheduled for May 19, 2025, at 7:00 PM at the Borough Office.

Respectfully Submitted,
Danielle Robison, Administrative Assistant