

**MINUTES OF SPRING GROVE BOROUGH
COUNCIL MEETING
November 3, 2020**

The Spring Grove Borough Council met electronically via Zoom for Regular Session on Monday, November 3, 2020. President James D. Graham called the meeting to order at 7:00 PM.

BOROUGH COUNCIL PRESENT

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

ALSO PRESENT:

Beverly Hilt, Mayor
Andrew N. Shaffer, Borough Manager
Becky Magnani, Adm Asst/Recording Secretary
Matt Warfel, (ARRO Inc.)
Peter Ruth, Solicitor
Officer Phillips, YARP

BOROUGH COUNCIL ABSENT:

None

ALSO ABSENT:

None

Public Comment / Visitors

Andrew Shaffer, Borough Manager presented a proposed 2021 budget for the Borough of Spring Grove.

Approval of Minutes

October 5, 2020, October 19, 2020 with a continuance on October 21, 2020

The Minutes of the Regular Council Meeting held October 5 and October 19, 2020 were presented to Council for their review. Larry McConnell made a motion, seconded by David Kile, to approve the minutes for October 5 and October 19, 2020 as presented. Motion carried unanimously as amended.

Treasurer's Report- September 2020

This report will be provided at the November 16, 2020 meeting

President's Report

President Graham thanked Andrew Shaffer for the 2021 Budget Presentation.

Mayor's Report

Halloween/Trick or Treat

The fire police were out helping people cross the street and she did report seeing large groups of people.

SWRPD Updates

The pension issue is settled as of November 2nd. Heidelberg Township will be storing the files that are currently kept at the Spring Grove Borough office. We are working on getting tail coverage and began discussion about setting up an account or money set aside. Consensus was that since Heidelberg is storing the records, they can also hold the funds.

York Area Regional Police Department

Corporal Phillips from YARPD reported that the first week in October they were down about 20 hours, but the 2nd week was the normal amount of hours. In October there were 69 calls in Spring Grove.

Manager

Manager Shaffer did have a written report to present to Council, and reported the following:

- He has requested funds from the Marcellus Shale Impact Fees in the amount of \$50,000 to be used towards the improvements at the Community Park (\$25,000 in 2020 and \$25,000 in 2021).
- He completed a walkthrough of the Community Center with Kate King to clarify items that were to be sold & discarded or kept & retained by Spring Grove Borough. A final walkthrough will occur on November 30, 2020.
- Becky Magnani joined the team on October 26th for a week of training with Velda Frey; Velda's last day was October 30th and we wish her well.
- Gas monitors for the public works and wastewater operator have been obtained from RKI Instruments. The monitors are small and lightweight and provide multiple safety benefits.
- The office staff has worked to reduce outstanding accounts receivable for sewer, trash, and stormwater bills.
- There have been multiple in-person and virtual meetings regarding the Main Street Improvement Project. It appears that the light pole bases and stamped concrete on the East Side of Main Street will now occur in 2021 and PennDOT has indicated that additional funding could be available to help offset any overages. We are awaiting guidance from PennDOT on the application process.
- The Borough's IT services are transitioning to DOCEO under a managed services agreement.
- ACT 15 of 2020
 - The website continues to be updated with meeting access information.
 - Meeting recordings have been posted the day after they occur on the Borough's website.
 - Council will need to determine the meeting platform for December and meetings held in 2021. An approval of the meeting notice for 2021 will be needed during the December 7th meeting.

ARRO Engineering

No action items for council.

Main Street Improvements

Engineer Warfel reported to Council that the contractor is finishing up what they can do within the limit of work including replacing the ADA ramps between 1st and 2nd Avenue, and curb joints need to be caulked. Light poles, trees, and stamped concrete will be delayed until next year.

Hamlet Drive Stormwater Project

They are looking at a project to extend the stormwater to the Campus Avenue stream and have completed a sketch plan and estimation of cost.

Stormwater/ MS4

Engineer Warfel reported that the annual report for 2019/20 was submitted to DEP and was accepted. They are working on minimum control measures and encouraging council members and residents to complete the stormwater survey. They also completed a review of an as built drawing for Lot 140 in Spring Forge.

Glenview Road and SR 116

Engineer Warfel reported to Council that they are looking to schedule a survey for a draft signal plan to see what the project will look like.

North Loop Interceptor

ARRO is putting together a scope of work; a railroad crossing is included.

GIS

Developing GIS & web tools for code enforcement and rental property inspections.

Wastewater Treatment Plant

Engineer Warfel reported to Council that there are no other issues or progress in terms of monitoring.

Community Park – Phase 3

Engineer Warfel updated Council on the Community Park-Phase 3 Project. They are planning to go out for bid in January 2021. The site plans are effectively complete, are in final review and looking to put the project out to bid in the next several months in order to start the project next year.

Code Enforcement Services

Engineer Warfel provided a summary to Council on the Code Enforcement Services provided in October. Rental inspections will include self-inspections and the layout will be finalized.

Solicitor's Report

Solicitor Ruth reported to Council that he has no action items for council. He did review the Doceo agreement with Manager Shaffer.

Recreation**Spring Grove Regional Parks and Recreation Center**

President Graham reported they are still in need of a representative from the Borough on the Recreation and School Boards.

Community Center

Public works will be helping to move everything out for the sale of the property.

Committee Reports

There was discussion among the committee regarding joining regional groups including pros and cons. No definitive decision was made.

2021 Regional Parks and Recreation Budget – Rebecca Stauffer motioned to approve, Larry McConnell seconded the motion; motion carried unanimously.

DCNR Response regarding the conversion of the Community Center – the Borough’s response is that those improvements have fully depreciated. The value of the improvements is approximately \$35,000 and the money can be converted to use at phase 3 of the Community Park. Larry McConnell gave the motion to approve, with the second by Joshua Moore; motion carried unanimously.

Unfinished Business

Consider Approval of Resolution 13-2020 Amending the Fund Balance Policy. Motion was made by Peter Lombardi, second by Larry McConnell to approve Resolution 13-2020. Motion carried unanimously.

VFW request to rename 1st Avenue/Water Street. Verbiage copied from the VFW request letter:

During the October 19 Borough Council meeting it was suggested that a name memorializing all Veterans be used, however, our initial intention is to further memorialize Pvt Allen J Beck, Jr with a street named similar to our Post name. An option to allow for our initial request as well as the suggestion from the council member would be to rename the portion of Water Street from 1st Avenue to West Jackson Street to Pvt. Allen J Beck, Jr Drive and the portion of 1st Avenue from Water Street to Main Street to Veterans Way, making our address 199 Veterans Way in lieu of the current 199 West 1st Avenue. Renaming both streets would satisfy our initial request as well as having a street named in honor of all Veterans.

We would ask that you consider the recommendation of renaming our portion of Water Street to Pvt Allen J Beck Jr Drive and our portion of 1st Avenue to Veterans Way. If the renaming of both streets is not agreeable to the Council, we would like consideration of our initial request to rename our portion of 1st Avenue to Pvt Allen J Beck Jr Drive.

Joshua Moore made a motion to move forward with both options with renaming the northern part of North Water Street to “Private Allen Beck Way” and a portion of 1st

Avenue to Veterans Way. David Kile seconded the motion; the motion carried unanimously.

New Business

Consider approval of SEK Auditing Services – David Kile made a motion to approve and Vince Catalano seconded the motion. The motion carried unanimously.

Consider Authorizing Advertisement of 2021 Budget and Tax Ordinances. Rebecca made a motion to approve, Joshua Moore seconded the motion. The motion carried unanimously.

PSAB Pension Plan – month ending September 2020.

Rail Trail Voting Authority member – we are looking for a council member or member of the public to join the Authority. David Kile will speak with Manager Shaffer to get more information.

York County Borough Association updates – no updates at this time.

Council recessed into Executive Session to discuss Personnel and Borough owned property at 8:53 PM. No action is expected upon reconvening.

Council reconvened into Public Session at 9:57 PM. After discussion, the consensus was to conduct the next scheduled Council meeting via Zoom on November 16, 2020. Council adjourned at 9:59 PM.

Respectfully Submitted,

Becky Magnani
Recording Secretary