

**MINUTES OF SPRING GROVE BOROUGH
COUNCIL MEETING
January 7, 2019**

The Spring Grove Borough Council met in Regular Session on Monday, January 7, 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

David B. Kile
James D. Graham
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

None

Approval of Minutes

December 2018

The Minutes of the Regular Council Meeting held December 10, 2018 were presented to Council for their review. David B. Kile made a motion, seconded by Larry McConnell, to approve the minutes as presented. Motion Carried.

Treasurer's Report

December 2018

The Treasurer's Report for December 2018 with expenses totaling \$152,343.73 was presented for approval. Rebecca J. Stauffer made a motion to approve the report as presented, seconded by Kristyn M. Stouch. Motion Carried.

President's Report

President Graham took this opportunity to thank the Borough's employees for their hard work in 2018.

Mayor's ReportParking Enforcement Officer's Report –December 2018

The Parking Enforcement Officer's Report for December 2018 was presented to Council for their review.

Southwestern Regional Police Activity Report –November 2018

The Police Activity Report for November 2018 was presented to Council for their review.

Southwestern Regional Police Treasurer Report –November 2018

The Treasurer's Report for November 2018 was presented to Council for their review.

Southwestern Regional Police Board Minutes –November 2018

The Minutes of the Southwestern Police Board for the month of November 2018 were presented to Council for their review.

Chief Notes – December 12, 2018

The Chief's Notes for the month of December 2018 were presented to Council for their review.

Manager2018 End of Year Financial Report

Manager Shaffer presented the 2018 End of the Year Financial Report to Council for their review. He also noted that these numbers are unaudited figures and could change with adjustments made as a result of the audit.

ARRO EngineeringMain Street Improvements

Engineer Warfel reported to Council that ARRO and Manager Shaffer met with PennDOT for a constructability review meeting on December 10, 2018. PennDOT made some requests for some changes. They are also working on a revised schedule for implementation for the end of 2019, beginning of 2020.

East Railroad Street Improvements – CDBG Funding

Engineer Warfel reported to Council that ARRO met with York County Planning Commission for this project. They will be incorporating any comments from that meeting and finalizing the plans, specifications, and reviewing them with the Borough before putting them out for bid.

Campus Avenue Stream Improvements

Engineer Warfel reported to Council that there was a Change Order that was processed for that project. It was a requirement by the state to include native stream bed material. Rebecca J. Stauffer made a motion, seconded by Larry McConnell, to approve Application for Payment #1 in the amount of \$54,630.00 to Farhat Excavating. Motion Carried.

GIS

Engineer Warfel had nothing new to report on this matter.

North Loop Interceptor Concerns

Engineer Warfel ARRO had nothing new to report on this matter.

Wastewater Treatment Plant

Engineer Warfel reported to Council that they have received a quote from Utility Services Group, Inc. for the bypass pumping and televising of the two sewer lines coming into the treatment plant, with more emphasis on the North Loop. The quote was for \$21,000 for detection work not repair. Larry McConnell made a motion, seconded by Joshua Moore, to approve the proposal from Utility Services Group, Inc. conditionally that it not exceed the amount quoted and to allow ARRO Engineering to coordinate the project. Motion Carried.

Solicitor's Report

Solicitor Ruth advised Council that Stock and Leader will be hosting "Municipal 201" Program at the Outdoor Country Club on April 17, 2019 from 5:00 – 7:00 PM.

Director of Community Development

Zoning Officer's Report –December 2018

The Zoning Officer's Report for December 2018 was presented to Council for their review.

Code Enforcement Report – December 2018

The Code Enforcement Report for December was presented to Council for their review.

Rental Inspection Report – December 2018

Manager Shaffer reported that there are only 20 rental properties that need to be inspected out of 383 rental units.

Recreation

Spring Grove Regional Parks & Recreation Center Meeting Minutes –November 2018

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

Spring Grove Regional Parks and Recreation Center Financial Report – November 2018

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

Committee Reports

Rebecca J. Stauffer reported to Council that interviews for the Director of Community Development have been completed. They have narrowed it down to two candidates. The decision will be made in Executive Session later in the meeting.

Unfinished Business

50 North East Street – Survey Results

After reviewing the community survey responses, Larry McConnell made a motion, seconded by Peter A. Lombardi, to advertise for the sale of the property at 50 North East Street. Motion Carried.

Capital Campaign Funds Request – Response Letter

After a lengthy discussion, the consensus of Council was to submit the letter that President Graham comprised to let the Spring Grove Regional Parks and Recreation Center know that Spring Grove Borough does not feel that allocating funds for the purchase of computers is in compliance with the Capital Campaign guidelines.

New Business

YCPC Grant

Manager Shaffer received notice today regarding the Community Development Block Grant Contract for the Railroad Street project. Peter A. Lombardi made a motion, seconded by Rebecca J. Stauffer, to authorize the Borough to enter into a contract with York County Planning Commission for funds through the Community Development Block Grant for Railroad Street project in the amount of \$120,000.00. Motion Carried.

At this time Council convened into Executive Session at 8:01 PM to discuss police and a personnel matter. Council reconvened at 9:58PM.

Pension Changes

Joshua D. Moore, made a motion, seconded by Peter A. Lombardi, to authorize advertisement of an ordinance to make the following changes to the non-uniformed pension plan for all hires after January 1, 2019. 1) Increase the normal retirement age to 65, 2) Remove late retirement benefit multiplier. Motion Carried.

Employment Offer

Rebecca J. Stauffer, made a motion, seconded by Kristyn M. Stouch, to extend an offer of employment to Sarah Hammond for the position of Director of Community Development with a starting salary of \$40,000 and a \$2,000 increase after a positive 90-day review. Motion Carried.

Hearing no further business, the meeting was adjourned until the Committee Meeting to be held Monday January 21, 2019 at 7:00 PM.

Adjournment was at 10:05 PM

Respectfully submitted,
Melissa J. Helm
Recording Secretary