

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

The Spring Grove Borough Council met electronically via Zoom in Regular Session on Monday, August 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  
Vincent Catalano  
David B. Kile  
Joshua D. Moore

**ALSO PRESENT:**

Beverly Hilt, Mayor  
Andrew N. Shaffer, Borough Manager  
Velda Frey, Adm. Assist/Recording Secty  
Matt Warfel, (ARRO Inc.)  
Peter Ruth, Solicitor  
David Lash, Chief of Police, NYCRPD  
Robert Whyland, SWRPD Chairman

**BOROUGH COUNCIL ABSENT:**

None

**ALSO ABSENT:**

None

**Public Comment / Visitors**

None

**Approval of Minutes**

**July 2020**

The Minutes of the Regular Council Meeting held July 14, 2020 were presented to Council for their review. Peter A. Lombardi made a motion, seconded by David B. Kile, to approve the minutes for July as presented. Motion carried unanimously.

**Treasurer's Report- July 2020**

Due to time constraints this will be provided at the September meeting.

**President's Report**

President Graham thanked Manager Shaffer and all those who helped with Smoke In The Grove. It was a difficult endeavor due to COVID-19 restrictions.

**Mayor's Report**

**Parking Enforcement Officer's Report – July 2020**

No parking enforcement officer's report for July 2020.

**SWRPD Updates**

Due to the fact York Area Regional Police did not agree to transferring the pension of the three (3) officers that were hired there, the Resolution, ICA and Sale of the Building Agreement had to be modified. All the uniform pension funds, with the exclusion of one

(1) officer who was not vested, will be transferred to NYCRPD. Robert Whyland explained that YARPD required an additional \$300,000 in pension funds in order to allow the transfer to happen. These funds would have come from the municipalities, not the pension. A motion was made by Rebecca J. Stauffer, seconded by Peter A. Lombardi to approve the revised Resolution 7-2020, ICA and Sale of the Building Agreement as presented. Motion carried with one (1) Nay; David B. Kile.

Mayor Hilt reported to Council that the Police Board severed ties with Stock & Leader. This was due to repeated issues with communications between their attorney and the pension counsel hired to assist with the uniform pension transfer. They have hired attorney Cory Iannacone in his place. He is the attorney North Codorus Township (NCT) had hired to assist with impact bargaining. They are still waiting for an answer from the Police Association regarding whether they will take the last offer made or go to arbitration. NCT is aware that they will be responsible for their 48% of expenses going forward. The Police Board also voted to forgive the legal expenses incurred to-date for NCT withdrawing from the department, approximately \$40,000 (48% of the \$40,000 was from budget funds paid by NCT). NCT has also incurred comparable expense in hiring Solicitor Iannacone for impact bargaining.

There was discussion about whether a Resolution should have been done, with the municipalities making this decision and not the Police Board. Solicitor Ruth advised this was not necessary. There was additional discussion regarding whether NCT was still a member of the Police Board. Mayor Hilt stated that when they withdrew from the department effective 12/31/2019, they were no longer a member of the Board. They had to be excluded from some of the discussions due to the content being about possible litigation with them. Solicitor Walt Tilley had advised that in order for NCT to become a voting member of the Board they would have to go back to square one and apply for membership as per the Intergovernmental Agreement.

President Graham requested YARPD provide a listing of the history of properties with repeat calls. He asked if repeat offenders could incur a "service charge" due to the fact that they will cause the cost of police protection to increase. Solicitor Ruth advised that some municipalities have an ordinance that will revoke a landlord's registration after so many police calls, but any other action would not be legal. Some municipalities charge a fee for repeated false alarms. Robert Whyland and Chief Lash left the meeting at this time.

#### YARPD Financial Report

The YARPD Financial Report for June 2020 was presented to Council for their review.

#### YARPD Board Minutes

The Minutes of the YARPD Board for the month of June 2020 was presented to Council for their review.

#### YARPD Activity Report.

The YARPD Activity Report for June 2020 was presented to Council for their review.

### Hamlet Drive Speed Trailer Results

Manager Shaffer reported that a resident had requested the speed trailer be re-located to a different area of Hamlet Drive to collect data. The data shows the average speed is just over 18 mph with the average volume per day being 47 vehicles. Based on this information there does not appear to be a traffic issue. Rebecca J. Stauffer stated that the only area that she sees an issue is when vehicles are turning left too fast onto Hamlet from Glenview.

### **Manager**

#### Manager Notes

Manager Shaffer presented his monthly activity report for June to Council for their review. The following items were discussed/commented upon:

- Main Street Improvements – Phone calls and e-mails have been occurring on a daily basis as they are still working through a couple of issues. Letters went out to residents impacted by the construction with temporary parking permits at the roll-grinder lot at the end of East Railroad Street (owned by Pixelle) being offered. To-date one (1) temporary parking permit has been issued.
- Hamlet Drive Stormwater Project – Work on this project began July 24<sup>th</sup>. The purpose of this project is to alleviate some flooding issues on Hamlet Drive and Spring Forge Drive. A change will also be made to the conveyance system to increase elevation for the line that ties into the Campus Avenue Stream Project.
- The Zoom meetings continue to be posted on the Borough website with an average of thirty (30) views a month.
- 2021 Budget – Historically year-to-date figures at the end of August are used to project the balance of the present year as well as the next year's budget. Council votes to advertise the budget in the first meeting of November. The 2021 Budget Public Presentation Committee will make a presentation at this meeting to educate the residents on how the budget was compiled. Rebecca J. Stauffer stated she will begin an e-mail thread with Committee members by the end of the week. Manager Shaffer requested Council inform him of any projects for 2021 as soon as possible.
- Zoning Hearing Board – A continuance hearing for the property at 4 South Water Street will be conducted on August 20<sup>th</sup>. The Community Center (50 North East Street) Variance will also be presented at that time. It is difficult to conduct these hearings with only three (3) members sitting on a five (5) member Board.

### Smoke in the Grove

The event was closed to the public, with the exception of six (6) food trucks that were set up in Thoman Field. The event went very well, with a lot of good feedback from the teams and judges. They strictly adhered to all of the COVID-19 guidelines put out by KCBS and the CDC. Manager Shaffer presented the results of a survey he set up on-line for those who participated in the event, with 95% of the respondents giving the event a five-star rating. Due to the event being closed to the public, the ability to raise money was reduced. Manager Shaffer does not have the final calculation yet, as he is awaiting one (1) invoice for the generator. York County has received \$40 million in CARES Act funding to be

distributed to local government. The Borough may qualify for some of these funds to reimburse for the unbudgeted items needed for the event due to COVID-19. Mayor Hilt thanked Manager Shaffer for the hard work it took to create a successful event – it is a positive reflection on the Borough.

#### Tree Lighting – 2020

After discussion, the consensus of Council was to conduct the tree lighting virtually, due to COVID-19 restrictions. Depending on what restrictions are in place by then, maybe Santa could ride through town on a fire truck and people could watch from the safety of their porches.

#### Refinancing 2015 General Obligation Note

This Item was discussed in detail last month. The Borough will realize a significant savings in the Sewer Fund by refinancing this note. These savings could be implemented in the first year or spread over the remaining time of the loan (ten years). In the past the Borough worked with Lou Verdelli with RBC, and recently Jamie Schlesinger with PFM. Manager Shaffer asked Council if they had a preference of who he contacted to begin the refinancing process. After discussion it was decided to invite both to the next meeting for a presentation.

### **ARRO Engineering**

#### Main Street Improvements

Engineer Warfel reported to Council that work on this project began on July 20<sup>th</sup> and has continued since then. There have been difficulties in communicating with the contractor. This is partly due to the fact that this is a PennDOT project, and the lack of responsiveness from their representatives has created challenges throughout the course of the project. They will be meeting with PennDOT and the contractor this week and hope to start meeting each week in order to address these issues.

#### Hamlet Drive Stormwater Project

Engineer Warfel reported to Council that they began the work on July 27<sup>th</sup> and it is 90% completed.

#### Stormwater/ MS4

Engineer Warfel reported to Council that they are continuing work on the annual report for 2020/21. In addressing the MCM's they have developed a Stormwater Dashboard for on-line reporting by Borough staff, thereby reducing the need of the engineers' assistance. They will also be sharing a Stormwater Survey to the Borough's MS4 web page sometime this month.

#### Glenview Road and SR 116

Engineer Warfel reported to Council that they are still waiting for a decision on the ARLE grant. A decision is supposed to be made by September but could be delayed due to COVID-19. The Resolution adopted by Council last month has been submitted.

### Strategic Management Planning Program

Engineer Warfel reported to Council that they are still waiting for a decision on the DCED grant. A decision could be delayed due to COVID-19. The Resolution adopted by Council last month has been submitted.

### Wastewater Treatment Plant

Engineer Warfel reported to Council that the problem with increased phosphorous levels has been resolved. A couple of weeks ago some kind of contaminant was dumped into the wastewater system killing 50% of the biology of the wastewater treatment plant. The Borough Operator has been able to get the plant back up and running. They are working with Manager Shaffer in an attempt to identify what happened and hope to prevent it from happening again. Manager Shaffer stated that he reached out to DEP and will be submitting a non-compliance report for the month of July because we exceeded permit limits due to one (1) tank being down. He does not see this as being an issue going forward, as DEP has been apprised of the situation. Engineer Warfel agreed. Engineer Warfel also reported that the cap limitation on additional sewer connections that was placed by the DEP has been lifted. The one (1) year of data submitted showed the flow issues reported in 2018 have been resolved.

### GIS Services

Engineer Warfel updated Council on GIS services being provided by ARRO. They continue to develop tools for the Borough's use.

### Community Park – Phase 3

Engineer Warfel updated Council on the Community Park-Phase 3 Project.

### Code Enforcement Services

Engineer Warfel updated Council on the Code Enforcement Services provided in July.

## **Solicitor's Report**

### LERTA

Solicitor Ruth reported to Council that he is still waiting to hear back from the school district about the LERTA application.

## **Zoning & Code Enforcement**

### Zoning Report-July 2020

The Zoning Officer's Report for July 2020 was presented to Borough Council for their review.

### Code Enforcement Report-July 2020

The Code Enforcement Activity Report for July 2020 was presented to Council for their review.

**Recreation**Spring Grove Regional Parks & Recreation Center Meeting Minutes –June 2020

The Minutes of the Spring Grove Regional Parks and Recreation Meeting for the month of June was presented to Council for their review.

Spring Grove Regional Parks and Recreation Center Financial Report – June 2020

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

Spring Grove Regional Parks and Recreation Center

President Graham reported they have visited a couple of school administrative building and they are discussing costs and looking at different options. Their goal is to be moved out of the Community Center building by November 1<sup>st</sup>. They do not have a before and after school program planned, as they are waiting to see what the school district is going to do. Rebecca J. Stauffer reported that at this time the Spring Grove School District is giving families three options: face-to-face instruction; distance learning; or cyber instruction. They project 80% of the students will choose to attend school in person.

**Committee Reports**

None

**Unfinished Business**

Manager Shaffer reported to Council that he had another local company come in to evaluate the computer needs of the Borough. He expects to get a quote from them this week.

**New Business**Consider Authorizing Advertisement of an Ordinance to Assume the Southwestern Regional Police Department Non-Uniformed Pension Plan

Manager Shaffer reported to Council that this is basically a name change. The Borough would administer the pension, but there probably won't be any requirement to ever fund it. The funds are already there, as they are for one (1) retired employee, Velda Frey. PMRS states that they have never had to request additional funding for a retired member. Motion by Larry McConnell, seconded by David B. Kile to approve the advertisement of an Ordinance to assume the Southwestern Regional Police Department Non-Uniformed Pension Plan. Motion carried unanimously.

**Correspondence**PSAB Pension Plan Statement – Month Ending June 2020

The PSAB Pension Plan Statement for the month of June 2020 was presented to Council for their review.

Manager Shaffer advised Council he will not be available for the next Borough Council meeting scheduled for September 8, 2020.

Council adjourned at 9:15 PM. The next Council meeting will be held Monday, September 14 at 7:00 PM via Zoom.

Respectfully Submitted,

***Velda Frey***

Recording Secretary