

**MINUTES OF SPRING GROVE BOROUGH  
COUNCIL MEETING  
April 7, 2008**

The Spring Grove Borough Council met in Regular Session on Monday, April 7, 2008. President Richard P. Legore led those in attendance in a word of prayer and Pledge to the flag. The meeting was called to order at 7:00 P.M.

**BOROUGH COUNCIL PRESENT:**

Michael H. Altland  
James G. Decker  
Neal J. Doyle  
Keith R. Kelly  
Richard P. Legore  
Benjamin L. Spagnola

**ALSO PRESENT:**

Andrew N. Shaffer, Borough Manager  
Dolores J. Aumen, Mayor  
Melissa J. Helm, Adm. Assist/Recording Secty.  
Terry A. Myers, P.E. (C.S. Davidson, Inc.)  
Mike Knouse, (C.S. Davidson, Inc.)  
David A. Jones, II, Solicitor

**BOROUGH COUNCIL ABSENT:**

William T. Gentzler

**ALSO ABSENT:**

Matthew Warfel, (Arro Inc.)  
Wayne A. Smith, Zoning/Codes Offcr.

**Public Comment / Visitors**

None

**Approval of Minutes**

March 2008

The minutes of the Regular Council Meeting held March 3, 2008 and the Committee Meeting held March 17, 2008 were presented as distributed. Michael H. Altland made a motion, seconded by James G. Decker to approve the minutes as presented. Motion carried.

**Treasurer's Report**

March 2008

The Treasurer's Report for March 2008 with expenses totaling \$175,126.80 was presented for approval. Michael H. Altland made a motion to approve the report as presented, seconded by James G. Decker. Motion carried.

**President's Report**

None

## **Mayor's Report**

### Parking Enforcement Officer's Report – March 2008

The Parking Enforcement Officer's Report for March 2008 was presented to Council for their review.

### Southwestern Regional Police Activity and Financial Reports – February 2008

The Police Activity Report and the Financial Reports for February 2008 submitted by the Southwestern Regional Police Department was presented to Council for their review. Officer Shawn Dickmeyer was present to review the reports and to answer any questions.

### Southwestern Regional Police Department Board Minutes – March

The minutes of the Southwestern Regional Police Department Board minutes for March were presented to Council for their review.

## **Manager's Report**

### Thermoplastic Update (2007)

Manager Shaffer reported to Council regarding a meeting he had with Dave Gemmil. After reviewing the project, Mr. Gemmill agreed to come back later in April and repair any damaged areas at no additional cost to the Borough.

### Rail Trail Construction Update

Manager Shaffer presented to Council an e-mail he received from Gwen Loose, York County Rail Trail Authority, regarding the construction schedule for the section of the Rail Trail from Hosiere Avenue to Hershey Road for the purpose of holding the Annual 5K Race on September 20<sup>th</sup> in conjunction with the SeptemberFest. It was agreed that the anticipated completion of that section of the Rail Trail was to close to the date for the SeptemberFest.

### Reltec License Agreement Changes

Manager Shaffer reported to Council that he has received correspondence from Reltec concerning Annual License Agreement renewals for Storm water and Sanitary Sewer pipes under the railroad. Reltec has re-evaluated the property values for the York Rail Company and have raised their renewal prices considerably. Solicitor Jones reviewed the proposed agreements as well as the initial agreements and reported to Council that the railroad is within their rights to make those increases. He will put together a response to Reltec hoping to get some sort of leniency (whether a discount for prepaying in advance, etc.). He also recommended that Council contact our representatives.

### Pension Plan Change

Manager Shaffer requested that Council officially authorize him to notify Principal Finance Group of the Borough's intent to switch their pension plan to PSAB. Neal J. Doyle made a motion, seconded by James G. Decker, authorizing the notification of the change of the Borough's pension plan from Principal Finance Group to PSAB. Motion carried.

**Engineer's Report**Stormwater Separation Project Update

Engineer Knouse reported to Council that he is in receipt of a response from Reltec regarding the letter compiled by Solicitor Jones and himself. Unfortunately, he feels that the response they received did not address all of their concerns. Before they would recommend the agreement, there are many terms that need to be considered. Council directed C.S. Davidson, Inc. to look into rerouting the project in an effort to avoid Reltec's license agreement fees and other unfavorable terms.

**2008 Street Improvements**Consider Approval of the Addition to First Avenue Inlet

Michael H. Altland made a motion, seconded by Neal J. Doyle, authorizing the addition of the First Avenue inlet (located at the intersection of First Avenue and N. Main Street in front of Irwin's Funeral Home) to the 2008 Street Improvement Project. Motion carried. It was noted that the funds for this addition would come from the storm water fund.

Consider Advertisement of 2008 Street Improvements

Benjamin L. Spagnola made a motion, seconded by Michael H. Altland, authorizing the advertisement of the 2008 Street Improvement Project. Motion carried.

Opening of 2008 Street Improvement Bids

Michael H. Altland made a motion, seconded by Neal J. Doyle, authorizing C.S. Davidson, Inc. to publicly open the 2008 Street Improvement Bids prior to the May Council meeting. Motion carried.

CDBG Projects- 2009-2011

Engineer Knouse reported to Council that Manager Shaffer prepared the resolution for the CDBG projects for the period 2009-2011. C.S. Davidson, Inc. prepared the supporting documentation for Council's signatures for submission to the York County Planning Commission.

Pedestrian Easement – 2008 Curb/Sidewalk – North High Street

Engineer Knouse reported to Council regarding an issue on North High Street. The cartway has a width of 28 feet, whereas the existing right of way is 29 feet. After discussion, it was decided to obtain pedestrian easements from the residents for the placement of the sidewalks. The easement would authorize the Borough to install the sidewalk but ultimately it will be the property owner's responsibility to maintain the sidewalk.

**Solicitor's Report**Pension Change

Michael H. Altland made a motion, seconded by Neal J. Doyle, authorizing Solicitor Jones and Manager Shaffer to take any and all action to transfer the Non-Uniform Pension Fund from Principal Finance to PSAB, including the advertisement. Motion carried.

Solicitor Jones provided information to Council on different matters pertaining to tonight's agenda.

## **Zoning & Codes Enforcement**

### Zoning Officer's Report – March 2008

The Zoning Officer's Report for March 2008 was presented to Council for their review.

### Code Enforcement Report – March 2008

The Code Enforcement Report, which shows code violations issued in the month of March 2008, as well as the status of outstanding violations, was presented to Council for their review.

## **Recreation**

### Community Center Board Meeting Minutes – February and March 2008

The minutes of the Community Center Board meeting for the month of February and March, 2008 were presented to Council for their review.

### Regional Recreation Commission Board Meeting Minutes – February 2008

The minutes of the Regional Recreation Commission Board meeting for the month of February, 2008 were presented to Council for their review.

## **Unfinished Business**

None

## **New Business**

### Consider Approval of Resolution 5-2008: Personnel Manual and Job Descriptions

James G. Decker made a motion, seconded by Neal J. Doyle, authorizing approval of Resolution 5-2008, which adopts the personnel manual and sets job descriptions for borough employees. Motion carried.

### Consider Approval of Resolution 6-2008: Application for 2009-2011 CDBG Funds

Neal J. Doyle made a motion, seconded by Michael H. Altland, authorizing approval of Resolution 6-2008, which authorizes the submission of applications to the County of York for Community Development Block Grant (CDBG) funds for curb and sidewalk improvements along W. Highland Avenue (from Chestnut Street to North Walnut Street), West Spring Street (from North Walnut to North High Street), North Walnut Street (from West Jackson to West Hoke Street), West Hoke Street (from North Walnut Street to Chestnut Street), Bailey Avenue (from the Southside of North High Street to Cherry Avenue), Cherry Avenue (from Westside of Bailey Avenue to West Jackson Street).

### Consider Approval of Resolution 7-2008: Adopting York County Hazard Mitigation Plan

Benjamin L. Spagnola made a motion, seconded by Michael H. Altland, authorizing approval of Resolution 7-2008, which adopts the York County Hazard Mitigation Plan as required as a condition for future funding through FEMA (Federal Emergency Management Agency) and post disaster mitigation grant programs. Motion carried.

Consider Approval Public Comment Policy

Michael H. Altland made a motion, seconded by Neal J. Doyle, authorizing approval of Public Comment Policy, which establishes acceptable guidelines to be followed by the general public and the Council of the Borough of Spring Grove at regularly scheduled council and special meetings of the Borough of Spring Grove. Motion carried.

Consider Approval of Final Payment Application – Heisey Mechanical

Michael H. Altland made a motion, seconded by James G. Decker, authorizing Final payment to Heisey Mechanical, Ltd., for the Headworks Project at the WWTP in the amount of \$15,172.80. Motion carried.

Consider Authorization for Contract Signing – 2008 CDBG – High Street

Michael H. Altland made a motion, seconded by Neal J. Doyle, authorizing C.S. Davidson, Inc and the Borough Manager to sign the necessary paperwork for the 2008 CDBG curb and sidewalk project on High Street. Motion carried.

Consider Approval of the Low Bid- Interior Renovations-Community Center-(General)

Michael H. Altland made a motion, seconded by Neal J. Doyle, to award the low bid for the general interior renovations at the Community Center to H&H General Excavating in the amount of \$77,447.00. Motion carried.

Consider Approval of the Low Bid – Interior Renovations –Community Center-(Electric)

Michael H. Altland made a motion, seconded by Benjamin L. Spagnola, to award the low bid for electrical work for the interior renovations at the Community Center to Electrovations in the amount of \$20,049.00. Motion carried.

**Correspondence**

None

**Executive Session**

Borough Council adjourned into executive session at 8:33 PM to discuss a litigation issue and a personnel matter and reconvened at 9:25 PM.

**Adjournment**

Hearing no further business, the meeting was adjourned until the Committee Meeting to be held Monday, April 21, 2008 at 7:00 P.M.

Adjournment was at 9:28 PM

Respectfully submitted,

Melissa J. Helm, Recording Secretary