

**MINUTES OF SPRING GROVE BOROUGH
COUNCIL MEETING
March 3, 2008**

The Spring Grove Borough Council met in Regular Session on Monday, March 3, 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
William T. Gentzler
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:

None

ALSO ABSENT:

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

Public Comment / Visitors

Ms. Linda Baile, VNA of Hanover & Spring Grove, was present to give a brief overview of the number of patients in the Spring Grove vicinity who have benefited from the VNA's services last year. She also extended her appreciation for the generous donation the VNA received from Spring Grove Borough and asked for their continued support in the future.

Approval of Minutes

February 2008

The minutes of the Regular Council Meeting held February 4, 2008 and the Committee Meeting held February 18, 2008 were presented as distributed. James G. Decker made a motion, seconded by William T. Gentzler, to approve the minutes as presented. Motion carried.

Treasurer's Report

February 2008

The Treasurer's Report for February 2008 with expenses totaling \$98,496.94 was presented for approval. Michael H. Altland made a motion to approve the report as presented, seconded by Neal J. Doyle. Motion carried.

President's Report

None

Mayor's Report

Parking Enforcement Officer's Report – February 2008

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

Southwestern Regional Police Activity and Financial Reports – January 2007

The Police Activity Report and the Financial Reports for January 2007 submitted by the Southwestern Regional Police Department was presented to Council for their review. Officer Linda Duffy was present to review the reports and to answer any questions.

Southwestern Regional Police Department Board Minutes – January and February

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

Manager's Report

Spring Forge Development Lights (2nd Phase)

Manager Shaffer reported to Council that he has been in contact with a representative from MetEd. Manager Shaffer was informed that it is not possible to turn on only a portion of the 2nd phase of Spring Forge Development. Their policy is that they must turn on the entire phase. After discussion, Council felt that they could not justify using taxpayers money to light all the streets in the 2nd phase for only one home.

Roundabout Signage

Manager Shaffer reported to Council that he met with a representative from PennDot regarding signage for the roundabout. He informed Manager Shaffer that they will be making some signage changes in the near future.

Engineer's Report

Stormwater Separation Project Update

Engineer Knouse reported to Council that a letter was sent to Reltec with concerns for their review and consideration. Representatives from Glatfelter Company have been trying to schedule meetings with the Borough and Reltec as well as Representative Beverly Mackereth in an effort to move the project along and try to come to a prompt resolution with Reltec. Engineer Knouse requested that he and Solicitor Jones have authorization from Council to enter into such meetings. It was noted that the Glatfelter Company is willing to pay for Reltec's traveling expenses for such meetings. William T. Gentzler made a motion, seconded by Neal J. Doyle, authorizing Solicitor Jones and Engineer Knouse to attend any meetings set up with Reltec and Glatfelter Company. Motion carried.

2008 Community Development Block Grant Status

Engineer Knouse reported to Council that he has been notified that York County Planning Commission is still waiting for funding to come in for CDBG (Community Development Block Grant) projects. It is anticipated that those funds will arrive in April. In an effort to keep the process moving along, it was recommended that contracts with specifications be prepared. However, the signing of those contracts must not occur until the funds are received. William T. Gentzler made a motion, seconded by Michael H. Altland, authorizing C.S. Davidson, Inc. to proceed with the CDBG project process for curb and sidewalk improvements on High Street. Motion carried.

2008 Street Improvement Projects

Engineer Knouse also reported that a meeting was held with Manager Shaffer and public works employees Brad Wivell and Bob Staub to assess what streets should be considered for the 2008 street improvement project. They include:

1. East Third Ave (Main St. to Cul-de-sac),
2. Intersection of Constitution Ave. and Pine Ave.,
3. Intersection of Hoisery Ave. and Church St.,
4. Intersection of W. Church St. and S. Water St.,
5. Oak Ave.(Spring St. to Jackson St.),
6. Cherry Ave. (W. Constitution Ave. to Spring St.)

William T. Gentzler made a motion, seconded by Neal J. Doyle, to continue with the specifications for the 2008 street improvement project items list 1 through 6. The motion would also include improvements to High Street after the curb and sidewalks are installed. Motion carried.

Solicitor's Report

Second Avenue Street Extension – Follow Up

Solicitor Jones reported to Council regarding liability the Borough would incur not to open or abandon Second Avenue. He stated that there is no liability. It is a function of the Borough's authority to make that determination under the Borough Code. The portion of Second Avenue in question is part of the Borough map system and should the Borough decide after a public hearing to abandon that portion of the street, it is within the authority of Council to do so.

Zoning & Codes Enforcement

Zoning Officer's Report – February 2008

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

Code Enforcement Report – February 2008

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

Recreation

Community Center Board Meeting Minutes – January 2008

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

Regional Recreation Commission Board Meeting Minutes – January 2008

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

Unfinished BusinessHealth Care Plan Changes

William T. Gentzler made a motion, seconded by Neal J. Doyle, to approve the change in the health care plan for the employees. Under the new plan the co-pay that the employee pays will increase from \$10.00 to \$15.00. The employee will now pay a \$250.00 (individual), \$500.00 (family) deductible under major medical coverage which the employee will be reimbursed for after the deductible is paid. Manager Shaffer will set up the proper reimbursement procedure for the employees to follow. Motion carried. This change in the plan will save the Borough 20% in premiums. It was also noted that should the employee seek medical services outside of the network, the Borough will only reimburse up to the \$500.00 maximum. The employee will then be responsible for any expenses over that amount.

New BusinessConsider Approval of Change Order 1,2 & 3 – Headworks Project at WWTP

William T. Gentzler made a motion, seconded by Michael H. Altland, to authorize payment of Change Order No. 1 (which is a reduction of \$2,460.00), No. 2 (which is an increase of \$723.00), No. 3 (which is an increase of \$1,697.00) to Heisey Mechanical Inc. which will give a net effect of \$40.00 under contracted price. Motion carried.

Consider Authorization of Community Center Stage/ Fitness Room Improvement Project

Manager Shaffer presented to Council a copy of the advertisement for bid specifications for their review. William T. Gentzler made a motion, seconded by James G. Decker, to authorize the advertisement for interior renovations to the stage and fitness room at the Community Center. Motion carried.

Consider Approval of Resolution No. 4-2008 – Documentation Disposition

Michael H. Altland made a motion, seconded by Keith R. Kelly, to approve Resolution No. 4-2008, which authorizes the disposition of public records according to the Municipal Records Manual, as recorded by record title, year(s) and cubic feet. Motion carried.

CorrespondenceSegregation of Duties – Phillip R. Friedman & Associates

Manager Shaffer shared with Council a letter he received from the Borough's Auditors, Phillip R. Friedman & Associates, regarding the segregation of internal duties within the Borough office. Also noted in their letter was that hiring of additional personnel to facilitate proper segregation of duties is not deemed to be cost effective.

Adjournment

Hearing no further business, the meeting was adjourned until the Committee Meeting to be held Monday, March 17, 2008 at 7:00 P.M.

Adjournment was at 7:55 P.M.

Respectfully submitted,

Melissa J. Helm, Recording Secretary