

**MINUTES OF SPRING GROVE BOROUGH  
COUNCIL MEETING  
March 5, 2012**

The Spring Grove Borough Council met in Regular Session on Monday, March 5, 2012. 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 PM.

**BOROUGH COUNCIL PRESENT:**

Michael H. Altland  
William T. Gentzler  
Kyle E. Heidlebaugh  
Peter A. Lombardi  
Curtis J. Spagnola  
Samuel H. Spagnola  
Richard P. Legore

**ALSO PRESENT:**

Andrew N. Shaffer, Borough Manager  
Dolores J. Aumen, Mayor  
Dave Jones, Solicitor  
Benjamin Baltzer, (C.S. Davidson, Inc.)  
Matthew Warfel, (Arro Inc.)  
Nathan Conklin, II, Jr. Councilperson

**BOROUGH COUNCIL ABSENT:**

None

**ALSO ABSENT:**

Melissa J. Helm, Adm. Assist/Recording Secty  
Mike Knouse, (C.S. Davidson, Inc.)

**Public Comment / Visitors**

None

**Approval of Minutes**

February 2012

The minutes of the Regular Council Meeting held February 6, 2012 and the Committee Meeting held February 20, 2012 were presented as distributed. Kyle E. Heidlebaugh made a motion, seconded by Peter A. Lombardi, to approve the minutes as presented. Motion carried.

**Treasurer's Report**

January 2012

The Treasurer's Report for January 2012 with expenses totaling \$172,795.53 was presented for approval. William T. Gentzler made a motion to approve the report as presented, seconded by Samuel H. Spagnola. Motion carried.

**President's Report**

None

**Mayor's Report**

Parking Enforcement Officer's Report –February 2012

The Parking Enforcement Officer's Report for February 2012 was presented to Council for their review.

Southwestern Regional Police Activity Report –January 2012

The Police Activity Report for January 2012 submitted by the Southwestern Regional Police Department was presented to Council for their review. Officer Stew Harrison was present to answer any questions Council may have.

Southwestern Regional Police Department Financial Report – January 2012

The Financial Report of the Southwestern Regional Police Department for the month of January 2012 was presented to Council for their review.

Southwestern Regional Police Department Board Minutes – February 2012

The Minutes of the Southwestern Regional Police Department Board meeting for the month of February 2012 were not available for Council to review.

**Manager's Report**Health Insurance Renewal

Manager Shaffer informed Council that he contacted the Borough's Health Insurance Provider concerning the option of renewing the coverage on a calendar year. In order to do this the Borough must request quotes during the month of October for renewal in January. Unfortunately, the deductible will reset at that point.

Wastewater Treatment Plant – Sludge Handling

Manager Shaffer reported to Council that after talking with plant operator, Rod Abel, it was decided that it would be more cost effective to change the sludge handling process at the waste treatment plant. In the past, a bagging system was used to handle the sludge. They determined that it would be cost effective to have an outside hauler remove the sludge. It is anticipated that the Borough can save approximately \$7,000 per year in the Sewer Fund.

Request for Borough Employee EMT Services

Manager Shaffer reported to Council that he has been approached by the Ambulance Club regarding an EMT that we currently have on staff as a public works employee. They have requested if Council would allow the employee to serve as second driver or EMT. After discussion, the consensus of Council was to allow that employee to leave with pay if needed. Manager Shaffer will notify Chief Kerchner.

**Engineer's Report****C.S. Davidson, Inc.**Consider Approval of the Low Bid for Street Improvements

Engineer Baltzer reported to Council that bids for the 2012 Street Improvements were received and opened February 29<sup>th</sup>. Kinsley Construction, Inc. was the low bidder at \$79,208.56. Michael H. Altland made a motion, seconded by Peter A. Lombardi, to award the project to Kinsley Construction, Inc. Motion Carried.

Borough Office Parking Lot Paving Project

Engineer Baltzer reported to Council that he has contacted Kinsley Construction, Inc. and received an interest to mill and overlay the Borough parking lot. The project would be done as a change order to the street improvement project. The Borough public works employees will remove the parking blocks and relay the parking stripes after the job is completed in an effort to cut costs.

Community Park-Phase II-DCNR Grant Application

Kyle E. Heidlebaugh made a motion, seconded by Michael H. Altland, to move forward with the application process for the DCNR grant. Motion Carried.

**ARRO Engineering, Inc.**

2012 Main Street Sewer Rehabilitation Project Update

Engineer Warfel reported to Council that the design process for the Main Street manhole rehabilitation project is near completion.

Condition Assessment of the Wastewater Treatment Plant

Engineer Warfel reported to Council that ARRO was authorized to assess the Borough's treatment facility for upgrades that may be needed in the future. Since the Borough sends their discharged treated effluent to the Glatfelter Company, a NPDS permit is not required. As a result, there has not been much investigation of the comprehensive sewage planning for our treatment facility. ARRO will develop a long term plan for the aging infrastructure of our facility.

Chapter 94 Report

Engineer Warfel reviewed the Borough's 2011 Chapter 94 Report with Council at this time.

**Solicitor's Report**

Solicitor Jones had nothing to report this month.

**Zoning & Codes Enforcement**

Zoning Officer's Report – February 2012

The Zoning Officer's Report for February 2012 was presented to Council for their review.

Code Enforcement Report –February 2012

There were no violations to report for the month of February.

Rental Property Inspection Report – February 2012

The Rental Property Inspection Report for the month of February was presented to Council for their review.

**Recreation**

Spring Grove Regional Parks & Recreation Center Meeting Minutes – January 2012

The minutes of the Regional Parks and Recreation Center Board meeting for the month of January 2012 were presented to Council for their review.

**Unfinished Business**

PSAB Pension Plan Statement – Month Ending January 2012

Manager Shaffer presented the monthly report of the Municipal Retirement Trust to Council for their review.

**New Business**

Consider Approval of the Harry Smeltz Memorial 5K Run

Kyle E. Heidlebaugh made a motion, seconded by Michael H. Altland, to approve the route for the Harry Smeltz Memorial 5K run to be held on April 4, 2012. Motion Carried.

Consider Approval of Resolution No. 2-2012-Records Destruction

William T. Genzler made a motion, seconded by Kyle E. Heidlebaugh, to approve Resolution No. 2-2012, for the destruction of Borough records according to the Municipal Records Manual. Motion Carried.

**Correspondence**

None

Hearing no further business, the meeting was adjourned until the Committee Meeting to be held Monday, March 19, 2012 at 7:00 P.M.

Adjournment was at 7:50 PM

Respectfully submitted,

Melissa J. Helm, Recording Secretary