

**MINUTES OF SPRING GROVE BOROUGH  
COUNCIL MEETING  
September 4, 2007**

The Spring Grove Borough Council met in Regular Session on Tuesday, September 4, 2007. 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  
William T. Gentzler  
Richard P. Legore  
Kelly S. Mills  
John P. Shaver

**ALSO PRESENT:**

Andrew N. Shaffer, Borough Manager  
Dolores J. Aumen, Mayor  
Mike Knouse, (C.S. Davidson, Inc.)  
David J. Unger, Zoning/Codes Officer

**ALSO ABSENT:**

Terry A. Myers, P.E. (C.S. Davidson, Inc.)  
David A. Jones, II, Solicitor  
Melissa J. Helm, Adm. Assist/Recording Secty.  
Stephen Zeller, P.E. (Brinjac Associates)

**BOROUGH COUNCIL ABSENT:**

Neal J. Doyle

**Public Comment / Visitors**

Mr. Jeffrey Heishman, PSAB, presented Council with a plaque in commemoration of Spring Grove Borough's 125<sup>th</sup> Anniversary.

**Approval of Minutes**

August 2007

The minutes of the Regular Council Meeting held August 4, 2007 and the Committee Meeting held August 20, 2007 were presented as distributed. Kelly S. Mills made a motion, seconded by James G. Decker, to approve the minutes as presented. Motion carried.

**Treasurer's Report**

August 2007

The Treasurer's Report for August 2007 with expenses totaling \$248,056.73 was presented for approval. William T. Gentzler made a motion to approve the report as presented, seconded by Michael H. Altland. Manager Shaffer explained to Council that \$160,000 of the month's expenses was for the purchase of the Southwestern Regional Police building. Motion carried.

**President's Report**

None

**Mayor's Report**

Parking Enforcement Officer's Report – August 2007

The Parking Enforcement Officer's Report for August 2007 was presented to Council for their review.

Southwestern Regional Police Activity and Financial Reports – July 2007

The Police Activity Report and the Financial Reports for July 2007 submitted by the Southwestern Regional Police Department was presented to Council for their review. Chief Gregory Bean was present to review the reports and to answer questions Council may have had.

Southwestern Regional Police Department – 2008 Budget Proposal

A copy of the fourth draft of the 2008 budget for the Southwestern Regional Police Department was presented to Council for their review.

**Manager's Report**

Southwestern Regional Police Department Municipal Supervisors Meeting –9/12/07

Manager Shaffer presented Council with an e-mail he received from Chief Bean inviting Borough Council to attend a Budget Meeting to be held on September 12, 2007 at the Regional Police Headquarters.

Project Coordinator – DCNR Grants

Manager Shaffer presented a letter to Council advising the Bureau of Recreation and Conservation that he has been appointed the new project coordinator for the Community Center and the Spring Grove Community Park due to the resignation of Mark Palerino as Recreation Director.

Budget Calendar

Manager Shaffer presented a preliminary budget calendar to Council for their review.

2008 Local Services Tax

Manager Shaffer informed Council that beginning in 2008, the present EMST will be known as the Local Services Tax. Beginning in 2008 \$1.00 will be deduction from employees paychecks for a total deduction of \$52.00/year. Those employees who make less than \$12,000.00 will be exempt from the tax but reimbursement will not occur until the end of the year.

**Engineer's Report**

Roundabout Update -

Engineer Mike Knouse reported to Council that the roundabout project is nearing completion. He reported that the landscaping still needs to be planted.

Stormwater Separation Project Update

Engineer Knouse reported to Council that Solicitor Jones and he have determined that the project is located on railroad property. Engineer Knouse requested authorization to submit the application to Reltec. William T. Gentzler made a motion, seconded by John P. Shaver, authorizing the payment of \$750.00 for the application fee for the stormwater separation project. Motion carried.

2007 Street Improvement Project Update

Engineer Knouse reported to Council that H&H Excavating has completed the paving of all the project streets. There a few areas that will need topsoil placed and seeded. William T. Gentzler made a motion, seconded by Michael H. Altland, authorizing payment of Application for Payment No. 1 in the amount of \$63,202.60 to H&H Excavating, Inc. Motion carried.

**Solicitor's Report**

Solicitor Jones was absent from tonight's meeting.

**Zoning & Codes Enforcement**

Zoning Officer's Report – August 2007

The Zoning Officer's Report for August 2007 was presented to Council for their review.

Code Enforcement Report – August 2007

The Code Enforcement Report, which shows code violations issued in the month of August 2007, as well as the status of outstanding violations, was presented to Council for their review.

**Recreation**

Regional Recreation Commission Board Meeting Minutes – July 2007

The minutes of the Regional Recreation Commission Board meeting for the month of July 2007 were presented to Council for their review.

**Old Business**

Tom's and Community Banks Facility Update

Dave Unger, Zoning and Codes Officer, addressed Council regarding the Tom's and Community Banks facility. He explained that in 2004 the Zoning Hearing Board approved a variance for the demolition of Tom's Convenience Store and to rebuild a Community Banks with Tom's adjacent to it as all one building. The Zoning Hearing Board also granted a variance to allow Community Banks to be built first as a free standing structure for a period not to exceed three (3) years. They also received a variance for parking requirements. Instead of the forty three (43) spaces required by the ordinance, they were granted thirty one (31) spaces. There was a setback variance for the drive thru and the bank's signage that was granted. The Land Development Plan was approved on October 7, 2004. As of yet, they have not completed the improvements. Dave and Todd Zeigler (former Borough manager) called Mr. Wolfe (Tom's Convenience Store). A letter was also sent in April 2007 reminding them that they needed to complete the work by the October date. Manager Shaffer also sent a letter dated September 4th, again reminding them that they needed to get the work completed by the October date. On Friday, September 14<sup>th</sup> the Borough finally received plans.

After reviewing the plans, Mr. Unger mailed a letter to Mr. Wolfe stating the deficiencies he found. The Land Development Plan that was approved was calculated to a gross area of 5,668 sq. feet (including the new bank and the new Tom's). The permit application was received with a set of plans that had an area as unoccupied lease space. The square footage increased to 6,495 sq. feet (an additional 837 sq. feet) of which they did not provide parking. After a rough calculation, it looks like they will be outside the setbacks, due to such a tight fit to begin with. Along with the deficiencies, Mr. Unger told Tom's that they needed to give him a new set of plans as soon as possible. Mr. Unger has been working closely with Solicitor Jones to make sure everything is in order. After a lengthy discussion, the consensus of Council was for Mr. Unger to wait and see if Tom's submitted a revised set of Land Development Plans.

## **New Business**

### Approval of New Rate for Parking Enforcement Position

Kelly S. Mills made a motion, seconded by John P. Shaver, to approve the salary rate for Parking Enforcement Officer at \$10.00/hour. Motion carried.

### 2008 Minimum Municipal Obligation (MMO)

Kelly S. Mills made a motion, seconded by William T. Gentzler, authorizing Manager Shaffer to sign and send the budget calculation sheet stating that Spring Grove Borough acknowledges their 2008 MMO in the amount of \$31,528.00. Motion carried.

### Resolution 5-2007 – SeptemberFest Banners

Kelly S. Mills made a motion, seconded by William T. Gentzler, to approve Resolution 5-2007 for the installation of banners to be placed across N. Main Street at the intersection of W. Hoke Street for the SeptemberFest, which will be held on Saturday, September 22, 2007. Motion carried.

### Authorization to send Homecoming Parade Permit to Penn DOT

Kelly S. Mills made a motion, seconded by James G. Decker, authorizing Manager Shaffer to make application to Penn DOT for the purpose of allowing the Spring Grove High School to use a portion of W. Jackson Street for their annual homecoming parade. The parade will be held Friday, October 12, 2007 between 6:30 PM – 7:30 PM. Motion carried.

### Approval of Kate Werntz as Community Center Facility Manager

Kelly S. Mills made a motion, seconded by William T. Gentzler, to approve the hiring of Kate Werntz for the position of Community Center Facility Manager at a rate of \$12.50/hr for approximately 30 hours per week. Motion carried.

## **Correspondence**

### Executive Session

Council adjourned into Executive Session at 8:15 PM to discuss a Personnel matter. They reconvened at 8:58 PM.

**Adjournment**

Hearing no further business, the meeting was adjourned by Richard P. Legore until the Committee Meeting to be held on Monday, September 17, 2007 at 7:00 P.M.

Adjournment was at 9:00 PM  
Respectfully Submitted,

Melissa J. Helm  
Recording Secretary