

**MINUTES OF SPRING GROVE BOROUGH  
COUNCIL MEETING  
August 5, 2013**

The Spring Grove Borough Council met in Regular Session on Monday, August 5, 2013. 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  
Kyle E. Heidlebaugh  
William T. Gentzler  
Peter A. Lombardi  
Samuel H. Spagnola  
Kristin Phillips  
Richard P. Legore

**BOROUGH COUNCIL ABSENT:**

None

**ALSO PRESENT:**

Andrew N. Shaffer, Borough Manager  
Dolores J. Aumen, Mayor  
Melissa J. Helm, Adm. Assist/Recording Secty.

**ALSO ABSENT:**

Mike Knouse, (C.S.Davidson,Inc.)  
Matthew Warfel, (ARRO Inc.)  
Dave Jones, Solicitor

**Public Comment / Visitors**

None

**Approval of Minutes**

**July 2013**

The minutes of the Regular Council Meeting held July 1, 2013 and the Committee Meeting held July 15, 2013 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**

**July 2013**

The Treasurer's Report for July 2013 with expenses totaling \$233,895.72 was presented for approval. William T. Gentzler made a motion to approve the report as presented, seconded by Michael H. Altland . Motion carried.

### **President's Report**

None

### **Mayor's Report**

#### Parking Enforcement Officer's Report – July 2013

The Parking Enforcement Officer's Report for July 2013 was presented to Council for their review.

#### Southwestern Regional Police Activity Report – June 2013

The Police Activity Report for June 2013 submitted by the Southwestern Regional Police Department was presented to Council for their review.

#### Southwestern Regional Police Department Financial Report – June 2013

The Financial Report of the Southwestern Regional Police Department for the month of June 2013 was presented to Council for their review.

#### Southwestern Regional Police Department Board Minutes – June 2013

The Minutes of the Southwestern Regional Police Department Board meeting for the month of June 2013 were presented to Council for their review.

Officer Stalcup was present to answer any questions.

### **Manager's Report**

#### Spring Grove Ambulance Funding Request

Manager Shaffer presented to Council information that William Pero, Spring Grove Ambulance Club, submitted regarding their need for Spring Grove Borough's financial consideration for the 2014 budget. The consensus of Council was to table the matter and discuss it at budget meeting in October.

#### Update Regarding JCJSA Agreement

Manager Shaffer updated Council regarding the Borough entering into an Intergovernmental Agreement with Jefferson Codorus Joint Sewer Authority. Should Council agree to this agreement, there will be a need to hire a full time waste treatment plant operator to assist in running the Spring Grove Borough plant and to be the head operator for Jefferson's treatment plant. The new operator would need to have the necessary certifications. Manager Shaffer requested authorization for Bob Staub and himself to take the activated sludge classes at \$715.00 per employee. William T. Gentzler made a motion, seconded by Peter A. Lombardi, authorizing the two employees to take the activated sludge classes. Motion Carried.

### **Engineer's Report**

#### **C.S. Davidson, Inc.**

Engineer Knouse was not present at tonight's meeting.

#### **ARRO Engineering**

Engineer Jaimie Eller was present in the absence of Matt Warfel.

#### Consider Approval of Payment Application #4-Utility Services Group

Kyle E. Heidlebaugh made a motion, seconded by Kristen Phillips, to approve Payment Application #4 to Utility Services Group in the amount of \$9,763.20. Motion Carried.

### **Solicitor's Report**

Solicitor Jones was absent from tonight's meeting.

### **Zoning & Codes Enforcement**

#### Zoning Officer's Report – July 2013

The Zoning Officer's Report for July 2013 was presented to Council for their review.

#### Code Enforcement Report –July 2013

The Code Enforcement Report, which shows code violations issued in the month of July 2013, as well as the status of any outstanding violations, was presented to Council for their review.

#### Rental Property Inspection Report – July 2013

The rental property inspection report for July 2013 was presented to Council for their review.

### **Recreation**

#### Spring Grove Regional Parks & Recreation Center Meeting Minutes –June 2013

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

#### Spring Grove Regional Parks and Recreation Center Financial Report – June 2013

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

#### Septemberfest Volunteer Sign Up

Manager Shaffer presented to Council a signup sheet for Septemberfest.

## **Unfinished Business**

### PSAB Pension Plan Statement – Month Ending June 2013

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

## **New Business**

### Consider Approval of Bid from the Municipal Group for Purchase of the Leaf Machine and Leaf Box

Manager Shaffer explained that the Borough used “Municibid” (Legal process to sell municipal assets). The high bid was from a company in Ontario, Canada. William T. Gentzler made the motion, seconded by Peter A. Lombardi, to accept the high bid in the amount of \$6,700 from Sandra Zeppieri from Canada. Motion Carried

### Consider Approval to Withdraw Quote from Gosnell Paving for the Paving Repair at the Municipal Garage

Manager Shaffer explained to Council that since awarding the bid of \$9,490.00, the Borough had not received any confirmation from Gosnell Paving as to when they might be able to start the project. Peter A. Lombardi made a motion, seconded by Kyle E. Heidlebaugh, to withdraw the original bid quote from Gosnell Paving and award the bid of \$9,895.00 to Yohe Paving for the paving repair project at the municipal garage. Motion Carried.

## **Correspondence**

None

## **Executive Session**

At this time, Council convened into Executive Session at 7:55 PM for the purpose of discussing Manager Shaffer’s performance evaluation. Council reconvened at 8:23 PM

Hearing no further business, the meeting was adjourned until the Committee Meeting to be held Monday, August 19, 2013 at 7:00 P.M.

Adjournment was at 8:24 PM

Respectfully submitted,

Melissa J. Helm  
Recording Secretary