

**MINUTES OF SPRING GROVE BOROUGH
COUNCIL MEETING
December 2, 2013**

The Spring Grove Borough Council met in Regular Session on Monday, December 2, 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
William T. Gentzler
Kyle E. Heidlebaugh
Kristin Phillips
Samuel H. Spagnola
Richard P. Legore

BOROUGH COUNCIL ABSENT:

Peter A. Lombardi

ALSO PRESENT:

Andrew N. Shaffer, Borough Manager
Dolores J. Aumen, Mayor
Melissa J. Helm, Adm. Assist/Recording Secty.
Matthew Warfel, (ARRO Inc.)

ALSO ABSENT:

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

Public Comment / Visitors

None

Approval of Minutes

November 2013

The minutes of the Regular Council Meeting held November 4, 2013 and the Committee Meeting held November 18, 2013 were presented as distributed. Kyle E. Heidlebaugh made a motion, seconded by William T. Gentzler, to approve the minutes as presented. Motion carried.

Treasurer's Report

November 2013

The Treasurer's Report for November 2013 with expenses totaling \$386,803.36 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 – November 2013

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

Southwestern Regional Police Activity Report – October 2013

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

Southwestern Regional Police Department Financial Report – October 2013

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

Southwestern Regional Police Department Board Minutes – November 2013

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

Officer Jack Greene was present to answer any questions.

Consider Approval of the 2014 SWRPD Budget

William T. Gentzler made a motion, seconded by Kyle E. Heidlebaugh, to approve the 2014 Southwestern Regional Police Budget in the amount of \$335,856.51. Motion Carried.

Manager's Report

Audit Services

Manager Shaffer Reported to Council that he talked to Jackson Township regarding SF&Company, who's auditing services they presently use. He was told that they were happy with their services and that SF & Company acquainted themselves quickly to their accounting system and that the price did actually include the filing of the DCNR Report to the state. William T. Gentzler made a motion, seconded by Kyle E. Heidlebaugh, to accept the auditing services of SF & Company. The proposal covered the years 2013 at a cost of (\$5,750), 2014 at a cost of (\$5,950) and 2015 at a cost of (\$6,000). Motion Carried.

Engineer's Report

C.S. Davidson, Inc.

Engineer Mike Knouse was not present for tonight's meeting.

ARRO Engineering

Engineer Matt Warfel was present at tonight's meeting but he had nothing to report.

Solicitor's Report

Solicitor Peter Ruth was in attendance in Solicitor Jones' absence.

Zoning & Codes Enforcement

Zoning Officer's Report – November 2013

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

Code Enforcement Report –November 2013

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

Recreation

Spring Grove Regional Parks & Recreation Center Meeting Minutes –October 2013

The Minutes of the Spring Grove Regional Parks and Recreation Meeting for the month of October, 2013 were presented to Council for their review.

Spring Grove Regional Parks and Recreation Center Financial Report – October 2013

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

Consider Approval of the 2014 Budget

William T. Gentzler made a motion, seconded by Michael H. Altland, to approve the budget for 2014. Motion Carried.

Unfinished Business

PSAB Pension Plan Statement – Month Ending October 2013

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

Executive Session

Council convened into executive session at 7:15 PM to discuss a personnel matter. They reconvened at 7:45 PM.

New Business

Consider Approval of Resolution 3-2013, Setting the Miscellaneous Fee Schedule for 2014

William T. Gentzler made a motion, seconded by Kyle E. Heidlebaugh, to approve the miscellaneous Fee Schedule for 2014. Motion Carried.

Correspondence

Hearing no further business, the meeting was adjourned until the Committee Meeting to be held Monday, November 18, 2013 at 7:00 P.M.

Adjournment was at 8:23 PM

Respectfully submitted,

Melissa J. Helm
Recording Secretary