

**MINUTES OF SPRING GROVE BOROUGH
COUNCIL MEETING
December 7, 2015**

The Spring Grove Borough Council met in Regular Session on Monday, December 7, 2015. 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
Vincent Catalano
William T. Gentzler
Kyle E. Heidlebaugh
Richard P. Legore
Peter A. Lombardi
James D. Graham

ALSO PRESENT:

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

BOROUGH COUNCIL ABSENT:

None

ALSO ABSENT:

David Jones, Solicitor

Public Comment / Visitors

1. Mr. Steve Morra, Sr. Project Manager of Quandel Construction Group, Inc., was present to introduce himself to Council. Quandel Group, Inc. was the low bidder for the waste treatment plant project.
2. Ms. Becky Stauffer, 416 Monocacy Trail, was present to introduce herself to Council. She was elected as a write in candidate for Council with November's election.

Approval of Minutes

November 2015

The minutes of the Regular Council Meeting held November 5, 2015 and the minutes of Committee meeting held on November 19, 2015 were presented to Council for their review. Peter A. Lombardi made a motion, seconded by Vincent Catalano, to approve the minutes as presented. Motion carried.

Treasurer's Report

November 2015

The Treasurer's Report for November 2015 with expenses totaling \$261,027.04 was presented for approval. Michael H. Altland made a motion to approve the report as presented, seconded by Kyle E. Heidlebaugh. Motion carried.

President's Report

President Legore thanked all of those involved in the First Annual Tree Lighting Ceremony.

Mayor's Report

Parking Enforcement Officer's Report –November 2015

The Parking Enforcement Officer's Report for November 2015 was presented to Council for their review.

Southwestern Regional Police Activity Report – October 2015

The Police Activity Report for October 2015 submitted by the Southwestern Regional Police Department was presented to Council for their review. Officer Holly Jackson was present to answer any questions.

Southwestern Regional Police Department Financial Report – October 2015

The Financial Report of the Southwestern Regional Police Department for the month of October 2015 was presented to Council for their review.

Southwestern Regional Police Department Board Minutes – October 2015

The Minutes of the Southwestern Regional Police Department Board meeting for the month of October 2015 were presented to Council for their review.

Manager's Report

Sale of Street Sweeper

Manager Shaffer reported to Council that the street sweeper was posted on Municibid and there are some companies and municipalities that are interested including Jackson Township. He questioned whether Council would consider taking it off Municibid and accept their offer of \$20,000, so that they wouldn't have to pay the 8% charged by Municibid. The consensus of Council was to wait until Committee Meeting to see what is offered on Municibid.

Christmas Tree Lighting Ceremony

Manager Shaffer thanked the Borough staff for their help in making the tree lighting ceremony a success.

ARRO Engineering

Phase II Community Park Update

Engineer Knouse reported to Council that he and Manager Shaffer met with DCNR and Shiloh Paving at the park to go over a punch list of items yet to be completed.

Wastewater Treatment Plant Expansion and Upgrade Status

Consider Approval of the Low Bid with Alternates A&B from Quandel Construction Group, Inc.

Kyle E. Heidlebaugh made a motion, seconded by Michael H. Altland, to award the low bid with Alternates A&B for the wastewater treatment plant expansion and upgrade to Quandel Construction Group, Inc. in the amount of \$7,981,777.00. Motion Carried.

Consider Approval of the Professional Services Agreement for the Campus Avenue Sanitary Sewer Rehabilitation Project

Michael H. Altland made a motion, seconded by James D. Graham, to approve the Professional Services Agreement for the Campus Avenue sanitary sewer rehabilitation project in the amount of \$39,100. Motion Carried.

Consider Approval of the Professional Services Agreement for the Main Street Improvement Project

Kyle E. Heidlebaugh made a motion, seconded by Peter A. Lombardi, to approve the Professional Services Agreement for the Main Street improvement project. Motion carried with a Nay vote from William T. Gentzler.

Solicitor's Report

In the absence of Solicitor Jones, Solicitor Steve Hovis was present tonight.

Flood Plain Ordinance

Solicitor Steve Hovis reported to Council that the Flood Plain Ordinance is ready to be adopted and will be addressed later in the meeting.

Zoning & Codes Enforcement

Zoning Officer's Report – November 2015

The Zoning Officer's Report for November 2015 was presented to Council for their review

Code Enforcement Report – November 2015

No new updates were available for Council for the month of November.

Recreation

Spring Grove Regional Parks & Recreation Center Meeting Minutes – October 2015

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

Spring Grove Regional Parks and Recreation Center Financial Report – October 2015

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

Unfinished Business

None

New Business

Consider Approval of Resolution 6-2015, Setting Sewer Rates for 2016

William T. Gentzler made a motion, seconded by Kyle E. Heidlebaugh, to approve Resolution 6-2015 which sets the sewer rates for 2016. Motion Carried.

Consider Approval of Resolution 7-2015, Establishes the Miscellaneous Fee Schedule for 2016

Kyle E. Heidlebaugh made a motion, seconded by William T. Gentzler, to approve Resolution 7-2015, which establishes the Miscellaneous Fee Schedule for 2016. Motion Carried.

Consider Approval of Resolution 8-2015, Updating the Fees Relating to the Rental Housing and Occupancy Ordinance

Peter A. Lombardi made a motion, seconded by Michael H. Altland, to approve Resolution 8-2015, which updates the fees relating to the Rental Housing and Occupancy Ordinance. Motion Carried.

Consider Approval of Resolution 9-2015, Setting the Wage and Salary Schedule for 2016

Kyle E. Heidlebaugh made a motion, seconded by Vincent Catalano, to approve Resolution 9-2015, which sets the Wage and Salary Schedule for 2016. Motion Carried.

Consider Approval of ordinance 2-2015, Setting the Millage Rate

William T. Gentzler made a motion, seconded by Kyle E. Heidlebaugh, to adopt Ordinance 2-2015, which sets the Millage Rate for 2016 at 4.75 mills, which is the same as the previous year. Motion Carried.

Consider Approval of the 2016 Budget

Kyle E. Heidlebaugh made a motion, seconded by Peter A. Lombardi, to approve the Borough's budget for 2016. Motion Carried.

Consider Approval of Resolution 10-2015, Updating the Employee Manual and Job Descriptions

James D. Graham made a motion, seconded by Michael H. Altland, to approve Resolution 10-2015, which updates the employee manual and job descriptions. Motion Carried.

Consider Approval of Ordinance 3-2015, Updating the Floodplain Management Ordinance

William T. Gentzler made a motion, seconded by Kyle E. Heidlebaugh, to adopt Ordinance 3-2015, which updates the Floodplain Management Ordinance in order to be compliant with current laws and regulations, as well as to continue to be a participating municipality within the National Flood Insurance Program (NFIP).

Consider Approval of the 2016 Holiday Calendar

Kyle E. Heidlebaugh made a motion, seconded by William T. Gentzler, to approve the 2016 Holiday Calendar. Motion Carried.

Consider Authorizing Advertisement of the 2016 Meeting Schedule

Kyle E. Heidlebaugh made a motion, seconded by William T. Gentzler, to authorize the meeting schedule for 2016. Motion Carried.

Correspondence

PSAB Pension Plan Statement – Month Ending October 2015

The Pension Plan Statement for the month ending October 2015 was presented to Council for their review.

Hearing no further business, the meeting was adjourned until the Committee Meeting to be held Monday, December 21, 2015 at 7:00 P.M.

Adjournment was at 8:03 PM

Respectfully submitted,
Melissa J. Helm