

**MINUTES OF SPRING GROVE BOROUGH
COMMITTEE MEETING
June 20, 2016**

The Spring Grove Borough Council met in Committee Session on Monday, June 20, 2016. Vice President Kyle E. Heidlebaugh called the meeting to order at 7:00 PM after noting a quorum present.

BOROUGH COUNCIL PRESENT:

Vincent Catalano
Kyle E. Heidlebaugh
Peter A. Lombardi
James D. Graham
Rebecca J. Stauffer
David B. Kile

ALSO PRESENT:

Andrew N. Shaffer, Borough Manager
Dolores J. Aumen, Mayor
Melissa J. Helm, Recording Secretary
Mike Knouse, (ARRO Inc.)
Matthew Warfel, (ARRO Inc.)

BOROUGH COUNCIL ABSENT:

Richard P. Legore

ALSO ABSENT:

Dave Jones, Solicitor

Visitors / Public Comment

None

Old Business

- A. Southwestern Regional Police
 - 1. Chief's Notes – June 8, 2016
- B. Community Development Initiative
Manager Shaffer informed Council that an e-mail was sent out with a proposal and there will be a meeting on June 22 with a representative of DCED to go over funding options.

New Business

- A. Community Festival Possibility
Manager Shaffer presented Council with information for an event that is being considered at the Community Park. This event will showcase the second phase of the park while also bringing out the public.

Correspondence

Regional Parks Golf Outing

Manager Shaffer informed Council that the Community Center is holding a Charity Golf Tournament on June 24, 2016 at the Little Creek Golf Course.

Agenda Items from Cancelled Council Meeting – June 6, 2016

Approval of Minutes

May 2016

The Minutes of the Regular Council Meeting held May 2, 2016 and the Committee Meeting held May 16, 2016 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

May 2016

The Treasurer's Report for May 2016 with expenses totaling \$318,752.67 was presented for approval. James D. Graham made a motion to approve the report as presented, seconded by David B. Kile. Motion Carried.

President's Report

None

Mayor's Report

Parking Enforcement Officer's Report – May 2016

The Parking Enforcement Officer's Report for May 2016 was presented to Council for their review.

Southwestern Regional Police Activity Report – April 2016

The Police Activity Report for April 2016 submitted by the Southwestern Regional Police Department was presented to Council for their review.

Southwestern Regional Police Department Financial Report – April 2016

The Financial Report of the Southwestern Regional Police Department for the month of April 2016 was presented to Council for their review.

Southwestern Regional Police Department Board Minutes – April 2016

The Minutes of the Southwestern Regional Police Department Board meeting for the month of April 2016 were presented to Council for their review.

Manager's Report

Liquid Fuels Audit – 2014-2015

Manager Shaffer reported to Council that there was an audit of the Liquid Fuels fund for 2014-2015. The Borough was notified that there were no findings.

ARRO Engineering

Wastewater Treatment Plant Expansion and Upgrade
Consider Approval of Application for Payment #4

Peter A. Lombardi made a motion, seconded by James D. Graham, to authorize payment of Application for Payment #4 in the amount of \$264,195.00 to Quandel Construction Group, Inc. Motion Carried.

Consider Approval of Change Order #2

Vincent Catalano made a motion, seconded by James D. Graham, to approve the ratification of Change Order #2 in the amount of \$4,565.76 for excavation work due to unsuitable soils. Motion Carried.

Consider approval of Change Order #3

James D. Graham made a motion, seconded by Peter A. Lombardi, to approve the ratification of Change Order #3 in the amount of \$19,817.16 for modifications to the control building roof. Motion Carried.

GIS Update

Engineer Warfel gave an update of the Borough's GIS system.

Campus Avenue Sewer Rehabilitation Project

Engineer Warfel gave a presentation of the sewer rehabilitation project to take place on Campus Avenue this summer. A preconstruction meeting is scheduled for June 23, 2016 at which time the start date for the project will be established. The contractor will have 90 days to complete the work.

Phase II of the Community Park Update

Engineer Knouse reported to Council that the contracts are being completed and closed out with the contractor and DCNR.

Main Street Improvements Update

Engineer Knouse reported to Council that the Borough received notice funding was not awarded under the ARLE Grant. Representatives from the York County Planning Commission and PennDOT have requested a meeting regarding the PennDOT version of the TAP Program.

2016 Street Projects Update

Engineer Knouse reported to Council that the contractors have been completing crack sealing and base repair.

Traffic Plan – Spring Forge Development

Engineer Knouse reported to Council on the speeding and traffic plan for Spring Forge Development. Council requested that a traffic study be done for intersections on Glenview Drive at Spring Forge, Hamlet Drive and Monocacy Trail.

Campus Avenue Stormwater Update

Engineer Knouse reported to Council that he met with Manager Shaffer and DEP and walked the stream alignment on Campus Avenue to determine a solution. He also reported that Spring Grove Borough has received a letter from DEP concerning the MS4 requirements. Engineer Knouse gave a brief presentation on MS4 and issues the Borough would need to address.

Solicitor's Report

Solicitor Jones was not present at tonight's meeting.

Zoning & Codes Enforcement

Zoning Officer's Report – May 2016

The Zoning Officer's Report for May 2016 was presented to Council for their review.

Code Enforcement Report – May 2016

The Code Enforcement Report, which shows code violations issued in the month of May 2016, 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 – April 2016

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

Spring Grove Regional Parks and Recreation Center Financial Report – April 2016

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

Unfinished Business

None

New Business

Consider Approval of Resolution 5-2016, Amending Park Ordinance

Rebecca J. Stauffer made a motion, seconded by James D. Graham, to approve Resolution 5-2016, which amends the Ordinance for the rules and regulations for the Community Park. Motion Carried.

Consider Approval of the Race Route for the 4th Annual Water Run 5K

Peter A. Lombardi made a motion, seconded by Vincent Catalano, to approve the Race Route for the 4th Annual Water Run 5K. Motion Carried.

Consider Renewing the Agreement with Benchmark Energy for Electricity and Natural Gas Procurement

Peter A. Lombardi made a motion, seconded by Rebecca J. Stauffer, authorizing the renewal of the agreement with Benchmark for Electricity and Natural Gas Procurement. Motion Carried.

Correspondence

PSAB Pension Plan Statement – Month Ending-April 2016

The PSAB Pension Plan Statement for the month of April 2016 was presented to Council for their review.

KMIT Workers Compensation Report

Manager Shaffer presented the KMIT Workers Compensation Report to Council for their review.

At this time, Council adjourned into Executive Session at 9:15 PM to discuss a Personnel matter. They reconvened at 10:01 PM.

Hearing no further business, the Committee meeting was adjourned until the Council meeting to be held on Tuesday, July 5, 2016 at 7:00 P.M.

Adjournment was at 10:03 PM

Respectfully Submitted,
Melissa J. Helm,
Recording Secretary