

**MINUTES OF SPRING GROVE BOROUGH  
COUNCIL MEETING  
September 6, 2016**

The Spring Grove Borough Council met in Regular Session on Tuesday, September 6, 2016. 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:**

Vincent Catalano  
Kyle E. Heidlebaugh  
Richard P. Legore  
Peter A. Lombardi  
James D. Graham  
David B. Kile

**ALSO PRESENT:**

Dolores J. Aumen, Mayor  
Andrew N. Shaffer, Borough Manager  
Mike Knouse, (ARRO Inc.)  
Dave Schlott, (ARRO Inc.)  
Peter Ruth, Solicitor

**BOROUGH COUNCIL ABSENT:**

Rebecca J. Stauffer

**ALSO ABSENT:**

Melissa J. Helm, Adm. Assist/Recording Secty  
Matthew Warfel, (ARRO Inc.)  
David Jones, Solicitor

**Public Comment / Visitors**

Mr. Darrell Ledford, 131 West Hoke Street, along with several other residents were present to address their dissatisfaction of the recent tar and chip project on West Highland, Elm and Cherry Avenues.

**Approval of Minutes**

**August 2016**

The Minutes of the Regular Council Meeting held August 1, 2016 and the Committee Meeting held August 22, 2016 were presented to Council for their review. Kyle E. Heidlebaugh made a motion, seconded by David B. Kile, to approve the minutes as presented. Motion Carried.

**Treasurer's Report**

**August 2016**

The Treasurer's Report for August 2016 with expenses totaling \$1,156,031.48 was presented for approval. Kyle E. Heidlebaugh made a motion to approve the report as presented, seconded by James D. Graham. Motion carried.

**President's Report**

None

## **Mayor's Report**

### Parking Enforcement Officer's Report –August 2016

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

### Southwestern Regional Police Activity Report - July 2016

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

### Southwestern Regional Police Department Financial Report – July 2016

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

### Southwestern Regional Police Department Board Minutes – July 2016

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

### Stealth Stat Summary-Spring Forge Drive

Manager Shaffer reported that Southwestern Regional Police plan to place the stealth stat device out to record vehicle speeds now that school is back in session.

## **Manager's Report**

### Proposal – Director of Community Development

Manager Shaffer presented a proposal for consolidation of the positions in the office to the Director of Community Development. This position would consolidate the Zoning/Code Enforcement Officer, Office Assistant/Parking Enforcement Officer, Community Development and compiling documentation and reporting to the proper officials regarding the MS4 regulations. David B. Kile made a motion, seconded by Kyle E. Heidlebaugh, authorizing Manager Shaffer to proceed with advertising for the position. Motion Carried.

### Trolley Trail Feasibility Study

Manager Shaffer presented to Council a Phase II Feasibility Study Update for 2016 submitted by the York Hanover Trolley Line for their review.

### Community Park Playground Inspection Report

Manager Shaffer presented the inspection report for the Community Park Playground for Council to review. There were only a few minor issues that needed addressed.

January Snow Storm Grant Status

Manager Shaffer informed Council that the Borough has received a letter from PEMA (Pennsylvania Emergency Management Agency) stating that the Borough will receive \$21,022.08 (electronically) for expenses incurred during the snowstorm in January 2016. This amount will help offset the cost for having H&H General Excavating haul out snow from Borough streets.

**ARRO Engineering**Wastewater Treatment Plant Expansion and Upgrade Status

Engineer Knouse updated Council on the progress at the waste treatment plant.

Consider Approval of Application for Payment #7

Kyle E. Heidlebaugh made a motion, seconded by Vincent Catalano, to approve Application for Payment #7 to Quandel Construction Group, Inc. in the amount of \$550,275.44. Motion Carried.

Campus Avenue Sewer Rehabilitation Project

Engineer Knouse reported to Council that the contractor for the project found three laterals that need repaired. The project is expected to wrap up late this month.

Main Street Improvements

Engineer Knouse updated Council that there was a meeting with the Borough, York County Planning Commission, PennDOT and himself, to go over the funding status of Phase I (Multi Modal Project) and Phase II (Transportation Alternatives Program). Phase II has Federal appropriations tied to it. The next step for Phase II is to hold a kick off meeting with Penn DOT which will be held on September 14, 2016.

## 2016 Street Projects

Consider Approval of Payment Request #2

James D. Graham made a motion, seconded by James D. Graham, to approve Application for Payment #2 in the amount of \$392,095.79 to Shiloh Paving and Excavating, Inc. Motion Carried.

Consider Approval of Change Order #1 (Final)

Vincent Catalano made a motion, seconded by James D. Graham, to approve Change Order #1 (Final), which increases the contract in the amount of \$2,479.15 to Hammaker East. Motion Carried.

Consider Approval of Payment Request #1

Kyle E. Heidlebaugh made a motion, seconded by David B. Kile, to table approval of payment to Hammaker East, Ltd. in the amount of \$53,564.85 until Committee Meeting later this month so that there can be further discussion of the project.

### MS4 BMP Concept Plan Presentation

Engineer Knouse gave a presentation regarding the MS4 BMP Concept Plan. He explained to those in attendance that Council authorized ARRO Engineering to evaluate and prepare a BMP (Best Management Plan). This plan includes:

1. Identifying the Borough's existing storm sewer lines and outflows
2. Identifying the pollutant loadings and watersheds (DEP established that each municipality within the Chesapeake Water Shed in Pennsylvania will have a 10% sediment reduction, a 5% Nitrogen reduction and a 3% Phosphorous reduction).
3. What BMP's the Borough could implement to meet the reductions and the costs.

### **Solicitor's Report**

Solicitor Ruth reported to Council that a draft of the Second Amendment to the Intermunicipal Agreement for the Zoning Officer was completed. All of the municipalities have signed a copy of the agreement and he pointed out that if Borough Council wishes to withdraw, then an ordinance will need to be approved. James D. Graham made a motion, seconded by Kyle E. Heidlebaugh, to move forward with a draft ordinance for withdrawal from the current Agreement and the placement of the advertisement. Motion Carried.

### **Zoning & Codes Enforcement**

#### Zoning Officer's Report – August 2016

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

#### Code Enforcement Report – August 2016

There were no new updates to present to Council but there were eight violation letters mailed September 2, 2016.

#### Zoning Hearing Board Meeting

Council was informed that a Zoning Hearing Board meeting is scheduled for September 29, 2016 to hear a variance for property located at 422 Monocacy Trail. The applicant is requesting the allowance of a commercial office use in a Low Density Residential District.

### **Recreation**

#### Spring Grove Regional Parks & Recreation Center Meeting Minutes – July 2015

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

#### Spring Grove Regional Parks and Recreation Center Financial Report – July 2015

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

### **Unfinished Business**

None

**New Business**

Consider Approval of Public Playground Safety Policy Statement

Kyle E. Heidlebaugh made a motion, seconded by Peter A. Lombardi, to approve the Borough's Public Playground Safety Policy Statement that was presented to Council. Motion Carried.

Consider Approval of the Minimum Municipal Obligation to the Pension Plan for 2017

Peter A. Lombardi made a motion, seconded by Vincent Catalano, to approve the 2017 Minimum Municipal Obligation Pension Plan in the amount of \$36,242.00. Motion Carried.

**Correspondence**

PSAB Pension Plan Statement- Months Ending June and July 2016

Manager Shaffer informed Council that the PSAB Pension Plan Statement for the months June and July 2016 were not available.

Hearing no further business, the meeting was adjourned until the Committee Meeting to be held Monday, September 19, 2016 at 7:00 P.M.

Adjournment was at 9:15 PM

Respectfully submitted,  
Melissa J. Helm