

**MINUTES OF SPRING GROVE BOROUGH
COUNCIL MEETING
November 7, 2016**

The Spring Grove Borough Council met in Regular Session on Monday, November 7, 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
David B. Kile
Richard P. Legore
Peter A. Lombardi
James D. Graham
Rebecca J. Stauffer

ALSO PRESENT:

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

ALSO ABSENT:

David Jones, Solicitor
Mike Knouse, (ARRO Inc.)

BOROUGH COUNCIL ABSENT:

None

Public Comment / Visitors

None

Approval of Minutes

October 2016

The Minutes of the Regular Council Meeting held October 3, 2016 and the Committee Meeting held October 17, 2016 were presented to Council for their review. Kyle E. Heidlebaugh made a motion, seconded by Rebecca J. Stauffer, to approve the minutes as presented. Motion Carried.

Treasurer's Report

October 2016

The Treasurer's Report for October 2016 with expenses totaling \$1,723,226.93 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 –October 2016

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

Southwestern Regional Police Activity Report – September and October 2016

The Police Activity Report for September and October 2016 submitted by the Southwestern Regional Police Department was presented to Council for their review. Chief Bean was present to answer any questions.

Southwestern Regional Police Department Financial Report – September and October 2016

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

Southwestern Regional Police Department Board Minutes – September and October 2016

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

Manager's Report

Health Insurance Renewal – Authorization to Proceed

Manager Shaffer informed Council that he has received quotes from other providers. It appears that the best option at this point is Bennecon with an approximate savings of \$20,000. here is also an option for dental and vision at a cheaper rate for the same coverage. Should everything be approved, the Borough will be moving all three plans over to Bennecon with a starting date of January 1, 2017.

Resident Request – 417 Monocacy Trail – Sewer Service

Manager Shaffer explained to Council that Robins Beauty Salon has been billed for years at a higher rate because there is only one water meter and two users (Salon and resident). The request is to change their billing to one Light Commercial and one Residential use. Council agreed to consider the matter at Committee meeting later this month.

142 South East Street – Yellow Curb

Manager Shaffer presented photos of the property located at 142 South East Street. The resident is having a problem with parking in front of the access driveway into their facility. They are requesting that the Borough extend the yellow line so they can have room to enter. There were no objections from Council to extend the yellow line.

Friendship Hose Company – Yellow Curb

Manager Shaffer presented a photo showing that when vehicles park on South Main Street across from Friendship Hose Company it becomes difficult for the driver of the ladder truck to back into the fire house. They have requested that the yellow curb be extended North approximately two parking spaces. Council agreed to extend the yellow curbing as a safety concern.

ARRO EngineeringWastewater Treatment Plant Expansion and Upgrade Status

Engineer Warfel updated Council on the progress at the waste treatment plant. Everything is on schedule for a completion date of June 2017.

Consider Approval of Application for Payment #9

David B. Kile made a motion, seconded by Vincent Catalano, to approve Application for Payment #9 to Quandel Construction Group, Inc. in the amount of \$830,872.54. Motion Carried.

Campus Avenue Sewer Rehabilitation Project

Engineer Warfel reported to Council that the project is effectively complete. However, ARRO has not received the application from the contractor for payment at tonight's meeting.

2016 Street ProjectsContract #1 – Shiloh PavingConsider Approval of Change Order #1 – Reducing the Contract

David B. Kile made a motion, seconded by Vincent Catalano, to approve Change Order #1, which reduces the total contract, in the amount of \$71,780.75 to Shiloh Paving and Excavating, Inc. Motion Carried.

Consider Approval of Payment Request #4

Vincent Catalano made a motion, seconded by Kyle E. Heidlebaugh, to approve Payment Request #4 in the amount of \$10,233.71 to Shiloh Paving and Excavating, Inc. Motion Carried.

Contract #2 – Hammaker EastConsider Approval of Payment Request #2 - Retainage

Kyle E. Heidlebaugh made a motion, seconded by David B. Kile, to approve Payment Request (Final) #2 in the amount of \$2,819.20 to Hammaker East, Ltd. Motion Carried.

Solicitor's ReportStormwater Assessment

Solicitor Ruth reported to Council that the Borough has been compiling information for an annual or quarterly assessment cost in an attempt to prepare for the expenses anticipated to be in compliance with MS4 regulations being imposed by the state. James D. Graham made a motion, seconded by Kyle E. Heidlebaugh, to authorize the solicitor to draft the Ordinance and prepare for advertisement.

Bennecon Agreement for Insurance

Solicitor Ruth reported To Council that he received the Bennecon Agreement for Insurance coverage for the Borough employees. Since this is an intergovernmental agreement, it requires an Ordinance to be approved by Council to allow the Borough to enter into that cooperative. He has reviewed the document and saw the need for only a few minor changes. James D. Graham made a motion, seconded by Kyle E. Heidlebaugh, to authorize Solicitor Ruth and Manager Shaffer to prepare the ordinance for advertisement with adoption at the December meeting. Motion Carried.

Zoning & Codes EnforcementZoning Officer's Report – October 2016

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

Code Enforcement Report – October 2016

The Code Enforcement Report, which shows code violations issued in the month of October 2016, as well as the status of any outstanding violations, was presented to Council for their review.

RecreationSpring Grove Regional Parks & Recreation Center Meeting Minutes – September 2016

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

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

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

New Business

Consider Approval of the Hiring of John McLucas for the Position of Director of Community Development

Vincent Catalano made a motion, seconded by Peter A. Lombardi, to approve the hiring of John McLucas for the position of Director of Community Development with a starting salary of \$40,000. Motion Carried.

Consider Authorization for the Advertisement of the 2017 Budget

Kyle E. Heidlebaugh made a motion, seconded by James D. Graham, authorizing the advertisement of the 2017 budget. Motion Carried.

Correspondence

PSAB Pension Plan Statement- Month Ending September 2016

The PSAB Pension Plan Statement for the month of September was not available for presentation to Council.

Spring Grove Area School District – Breakfast Meeting

Manager Shaffer reported to Council that an invitation has been extended by the Spring Grove Area School District to attend a Community Partnership Breakfast on Thursday, November 17, 2016 at the Middle School.

Hearing no further business, the meeting was adjourned until the Committee Meeting to be held Monday, November 21, 2016 at 7:00 P.M.

Adjournment was at 8:08 PM

Respectfully submitted,
Melissa J. Helm